



inclusive fitness

Level 3 Award in Exercise Programming with Disabled People



Candidates Course Information Sheet

Dates and Venue	For details of the dates and venues of available Courses please see the IFI website www.inclusivefitness.org
Start Time	8.45am for a 9.00am start on both days (times may vary)
Duration	2 days – ends at approx 5.30pm Plus 1 day observed practical, case study, viva and multiple-choice assessment to follow. Please note: This Course qualifies candidates in Level 3 Award in Exercise Programming with Disabled People. The pre-requisite for this qualification is the Level 2 Award in Supervising Exercise with Disabled People plus the Level 3 Advanced Fitness Instructor (Gym) qualification. The Level 2 Award can be booked at the same time as this course enabling candidates to complete both Courses consecutively.

Background Information

- This training Course has been made available to you free of charge through grant aid from the Inclusive Fitness Initiative (IFI) and is supported by your employer through their partnership with the IFI.
- The Course is delivered by YMCAfit on behalf of the IFI. It is a nationally accredited Course and provides candidates with a nationally recognised VRQ qualification at Level 3.
- Those attending will have a responsibility for cascading information to other fitness providers and helping to arrange activities with partner organisations/users.

Course Objectives

- An in depth understanding of impairments and medical conditions in relation to physical fitness and training.
- A greater understanding of issues relating to motivation and adherence to training with disabled people.
- The ability and confidence to complete functional assessments with disabled people.
- The ability and confidence to develop fitness programmes that meet the needs of disabled people.
- The ability to support other staff to improve service quality and programming with disabled people.

Course Registration Form

- You should have received a YMCAfit Course Registration Form from your employer along with this Course Information Sheet.
- **It is essential that you complete this Form and return it to the IFI office no later than three weeks before the first date of the Course.** This Course Registration Form acts as a PARQ for the practical element of the course, in addition to enabling YMCAfit to assess pre-requisite qualifications.



- You are encouraged to return the Form to the IFI office at the earliest opportunity to ensure your place on the Course even if it is six months in advance. This can be done by post to the IFI office address on the Form, or by email to Cheryl Davidson Cheryl@inclusivefitness.org. If returning the Form by email, the email will be taken as confirmation of your attendance on the course and acknowledgement that all information has been read and knowledge provided is correct.

Pre-requisite Qualification

The following pre-requisite qualifications are required.

- VRQ or NVQ Level 3 Advanced Fitness Instructor or equivalent
- And**
- IFI Level 2 Award in Supervising Exercise with Disabled People

IF YOU ARE FULLY REGISTERED AT LEVEL 3 ON REPS THEN YOU WILL BE ACCEPTED ON THE COURSE.

Original certificates or the pass letter receive for your level 2 Award in Supervising Exercise with Disabled People will need to be made available on day one of the Course. 'Equivalent' REFERS TO AN equivalent qualification accepted by REPs (e.g. a qualification taken prior to VRQs or one taken abroad). In this case, a REPs full membership certificate stating the appropriate words (Advanced Gym, Personal Trainer) will be accepted as evidence.

It is the candidate's responsibility to provide evidence of their pre-requisite. Neither the IFI nor YMCAfit can enter into negotiations with other training providers or awarding bodies on the candidate's behalf.

It is preferable that the pre-requisite Level 3 Advanced Fitness Instructor qualification should have been completed prior to attending the Course. However, if you have not achieved the minimum pre-requisite qualification criteria in advance of the Course:

- You may complete the Course, complete the pre-requisite qualification at a later date and then arrange an assessment for this Course after achieving the pre-requisite.
- You would not be charged for this assessment provided it is part of a scheduled IFI Level 3 Course.

CPD points

Attending this course gives you 20 CPD points, which will contribute to maintaining REPS membership status.

Course Attendance

Upon receipt of a Course Registration Form, the IFI Training Administrator, Cheryl Davidson will advise you if a place is available on the Course requested and your registration will be confirmed.

Registered candidates are required to attend the full duration of the Course to ensure a full learning experience. Candidates leaving any Course early may result in the full Cancellation Charge (see below) being charged.

Course Delivery

- The sessions will start at 9.00am prompt. You are expected to arrive at least 15 minutes in advance of this time.
- The Course will be both practical and theory based. Please attend in suitable clothing for practical sessions in the gym and also bring materials to take your own notes.
- You will be provided with a candidate manual and resource pack on the first day of the Course.
- If you require the candidate manual and or resource pack in an alternative format, please ensure that you advise the IFI office of your communication requirements at least **three** weeks in advance of the Course by indicating on the Course Registration Form.
- Additional support to candidates with particular learning needs, e.g. signers for people with a hearing impairment will be provided. In order for the IFI to provide support in these areas, please state the individual needs on the Course Registration Form at least **four** weeks in advance of the relevant Course date.
- We are keen to receive your feedback at the end of the Course delivery. Both the IFI and YMCAfit continually re-assess and monitor the Course content to ensure continuing development. You will be asked to complete a Course Feedback Form and return it to the tutor on the final day of the Course.
- Please be advised that lunch will not be provided however there will be facilities at the venue to purchase refreshments.
- Travel expense to and from the Course venue cannot be reimbursed by the IFI.

Course Assessments

- Two dates for the Level 3 assessment have been identified for each Course. When attending the Course you will be asked to nominate your preferred date and your preferred morning or afternoon option. Every effort will be made to accommodate this choice.
- As part of the assessment you will be required to deliver a practical session to a disabled person. To prepare for this, it is likely that you will want to have at least 30 mins face-to-face contact with the disabled person. You are more than welcome to bring a disabled person that you know or have worked with previously to the assessment. Alternatively, if you require the IFI to make arrangements for a local disabled person to be present to support your assessment **you must indicate this in advance on the Course Registration Form. The IFI cannot make these arrangements at short notice after the Course has been completed.**
- The first assessment fees are provided free of charge as part of the Course booked.
- If you need to re-take one or more components of the assessment the following re-assessment charges will apply:

Theory	£40
Practical	£100
Case Study and Viva	£50

- Candidates should liaise directly with Cheryl Davidson at IFI office for available assessment dates and venues for the theory and/or practical re-assessments, (telephone number 0114 257 2069 or email Cheryl@inclusivefitness.org)
- Payment of any re-assessment fees will be due direct to EFDS OC by either the IFI Site or the candidate.

Cancelling from a Course or Failure to Attend

Any cancellations must be put in writing or by email to the IFI office.

Non-attendance or cancellations made within less than 7 working days of the Course (unless a reserve candidate in fills onto the Course) will result in a cancellation charge of £350 being invoiced to your Site.

Any Further Questions

If you have any further questions candidates are welcome to contact Cheryl Davidson at IFI office telephone number 0114 257 2069 or email Cheryl@inclusivefitness.org

Please note that the Course is not run from the IFI Office but from the Venue confirmed to you in your Training Confirmation Letter/Email.

This Course Information Sheet is available in alternative formats