



# Sports and Fitness

## Short Course

Student name:

Centre name:

ASDAN tutor:

Sample

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# Sports and Fitness Short Course

## Contents

Introduction	2
Achieving Your Short Course	3-4
Record of Progress	5
Recording Your Skills	6
<b>Module 1 Sports Participation</b>	<b>7</b>
Section A Challenges	8-10
Section B Challenges	11-12
<b>Module 2 Health, Fitness and Nutrition</b>	<b>13</b>
Section A Challenges	14-16
Section B Challenges	17-18
<b>Module 3 Researching Sport</b>	<b>19</b>
Section A Challenges	20-21
Section B Challenges	22-23
<b>Module 4 Sport in the Community</b>	<b>25</b>
Section A Challenges	26-28
Section B Challenges	29-31
<b>Module 5 Coaching and Officiating</b>	<b>33</b>
Section A Challenges	34-35
Section B Challenges	36-37
<b>Module 6 The Environment</b>	<b>39</b>
Section A Challenges	40-41
Section B Challenges	42-43
<b>Module 7 Working in Sport</b>	<b>45</b>
Section A Challenges	46-47
Section B Challenges	48-49
<b>Recording Documents</b>	<b>51-58</b>
Adding Value	59
Space for Notes	60
<b>Summary of Achievement</b>	<b>Yellow centre pages</b>



# Achieving your Short Course

How long will the Short Course take?	Hours	Credits
You have the option of accrediting up to 60 hours of sports and fitness activities.  For every 10 hours, you are awarded one credit, for example:	10	1
	30	3
	60	6

These credits can contribute towards other programmes and qualifications.

The **Sports and Fitness Short Course** can lead to:

**ASDAN Personal Development Programmes**  
(Bronze, Silver, Gold or Universities)

### ASDAN Qualifications (Levels 1 and 2)

AoPE (Award of Personal Effectiveness) Levels 1 and 2

CoPE (Certificate of Personal Effectiveness) Levels 1 and 2

and could eventually lead on to:

### ASDAN Qualifications (Level 3)

CoPE (Certificate of Personal Effectiveness) Level 3

## What must I do?

**Read through** these introductory pages carefully.

**Look at the modules and challenges** and decide which challenges you wish to complete – your tutor will be able to help you decide.

**Create an evidence portfolio** to safely store all the material you'll need to have in place before your tutor can claim your Short Course certificate.

**Plan, organise and carry out** your chosen challenges, collecting evidence as you go and storing it safely in your evidence portfolio.

**Before asking your tutor to check your work** and claim your certificate make sure your portfolio contains the following:

1. A student book
2. A completed Record of Progress (page 5)
3. Evidence for each challenge completed
4. The correct number of Short Course Skills Sheets (see pages 51-58)
5. A completed Summary of Achievement (yellow centre pages)
6. A completed Personal Statement (yellow centre pages)

## What will I need?

- Your own copy of this Short Course book
- A portfolio (file or folder), into which you will put your evidence

## Information for tutors

To download A Quick Guide to Short Courses, go to:  
**[members.asdan.org.uk/my-courses/short-courses](https://members.asdan.org.uk/my-courses/short-courses)**

This contains step-by-step guidance for delivering any Short Course, from registering with ASDAN to certification.



# Recording Your Skills

## Recording your skills

Next to each challenge is a set of tick boxes where you can record the skills you have been developing during the activity.

These help you link your achievements to the national standards for these skills.

Sports and Fitness activities provide an excellent opportunity to develop the skills of:

- Learning
- Teamwork
- Coping with Problems
- Use of IT
- Use of English
- Use of Maths

## The importance of Key/Core Skills

These are an everyday part of adult and working life. You need to be able to make yourself understood when speaking and writing, planning your own learning, working with others, carrying out basic calculations and using information technology.

Every job needs some or all of these skills and they are just as useful in Further and Higher Education.

## Learning

This skill is about how you manage your personal learning and development. It is about planning and working towards targets to improve your performance and reviewing your progress.

## Teamwork

This skill is about how you work with others when planning and carrying out activities to get things done and achieving shared objectives. This will involve working with a group of people.

## Coping with Problems

This skill is about recognising problems and doing something about them. It is about using different methods to find a solution and checking to see if they work.



## Use of IT

This skill is about being able to make the best use of computers and other items such as printers, scanners and digital cameras. Being familiar with how to use this equipment is vitally important, not only in the workplace but also in the home.

## Use of English

This skill is not only about how you talk to people but also about the ways you find out information and let other people know about your views and opinions. It also includes all aspects of writing and reading.

## Use of Maths

This skill is about your ability to use numbers. If, for example, you've measured or calculated something you will have used numeracy skills. Being able to use numbers is a skill highly valued by employers; many of the challenges in this Short Course will give you opportunity to practise your numeracy skills.



# Module 1

## Sports Participation

Sample



# Module 1

## Sports Participation

**Section A:** Complete at least FOUR challenges over 10 hours (1 credit)

**1** With others, take part in **two** different indoor activities over a period of time.

Show evidence of the skills that you have demonstrated (e.g. using annotated photographs or videos). Create a peer statement for someone else in your group and ask another member of your group to write a peer statement for you.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**2** With others, take part in **two** different team sports over a period of time.

Show evidence of the skills that you have demonstrated (e.g. using annotated photographs or videos). Create a peer statement for someone else in your group and ask another member of your group to write a peer statement for you.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**3** With others, take part in **two** different outdoor activities over a period of time.

Show evidence of the skills that you have demonstrated (e.g. using annotated photographs or videos). Create a peer statement for someone else in your group and ask another member of your group to write a peer statement for you.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths



# Module 3

## Researching Sport

Sample

# Module 3

## Researching Sport

**5** Find out how a high-profile sportsperson has used their status to support and raise awareness of a charity campaign.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**6** Investigate and compare the costs associated with attending home and away sports matches or events.  
Consider the costs of tickets, travel and food and drink.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**7** Create a scrapbook of press cuttings to compare contrasting media coverage of a sporting event of your choice. Compare how the event was reported on and present your findings in a format of your choice.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**8** Other agreed challenge:

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths



# Module 7

## Working in Sport

Sample



# Module 7

## Working in Sport

**Section B:** Complete ONE challenge over 10 hours (1 credit)  
or TWO challenges over 20 hours (2 credits)

**1** Complete a period of work experience or voluntary work within a sports club or venue in any role.

Show in a logbook or work experience diary that you have:

- attended regularly and been on time
- followed the organisation's guidelines if you were absent for any reason
- worn the right clothing and used the right equipment to do your job effectively
- completed activities well and to deadlines (if any were set)
- always worked safely and followed advice
- coped with any difficulties or problems that may have arisen
- identified the skills you improved while on your work experience or voluntary placement
- used your experience to help you with your career choices

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**2** Gain experience of working in a sport or activity of your choice by completing a period of work shadowing alongside a coach.

Create a diary of the activities you undertook and the sessions that you helped to deliver.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

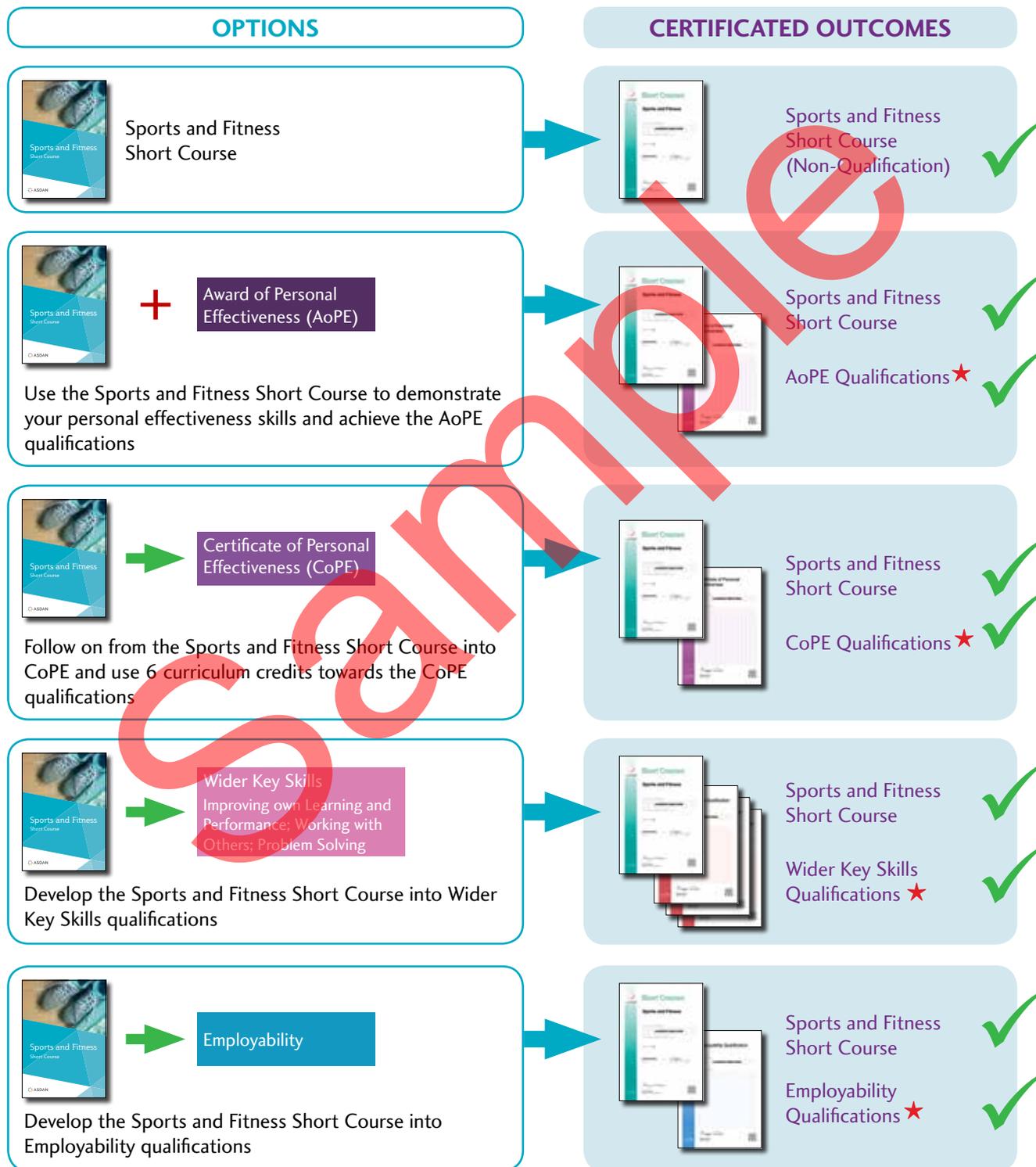
**3** Work as part of a team to carry out a sports-themed business enterprise project. Plan, prepare and establish your enterprise idea.

As you work through your project, include regular progress checks with your team to ensure that the aims of the project are met.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

# Adding Value

Your Sports and Fitness Short Course is recognised with an ASDAN certificate, and has a credit rating to reflect the time you have spent on Sports and Fitness activities. This course can also be linked to other programmes and qualifications, which add value and give you further options for continuing to develop your skills and experience.



★ If you are aiming to achieve any of these qualification outcomes you should seek advice from ASDAN before starting your Sports and Fitness Short Course.

Sample



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