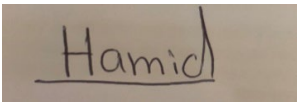




Recognition of Prior Learning (RPL) Policy

Approved by:	H Anwary
Signed:	
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Introduction

Active Swim aims to ensure all learners prior knowledge, qualifications and experience is considered. Recognition of Prior Learning (RPL) is only suitable for individuals who have experience or teaching and/or coaching.

What is RPL?

OFQUAL define RPL as “A method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for learning outcomes through knowledge, understanding or skills they already possess and do not need to develop through a course of learning”.

In simple terms it is a programme, which assesses you against the current Swim England qualifications taking into account previous qualifications and teaching/coaching experience. It is ideal for individuals who have experience of teaching or coaching.

Exemption can only be achieved through considering previous qualifications or allowing you to only complete certain learning outcomes of a course. RPL can also consider qualifications, teaching/coaching experience, volunteering work, competitive swimming experience, award credit towards RQF qualification, potentially award enough credit to be awarded a full qualification.

How long will it take?

It depends on several factors such as your level of knowledge and experience, quality of evidence submitted to the assessor, learner and or assessor availability. But we would expect the process to take around 4-6 weeks, with certification around 4 -6 weeks later.

How does it work?

This is the assessment process:

There are 3 options

Option	Title and Level	Cost
1	Swim England Level 1 Swimming Assistant (Teacher)	£300
2	Swim England Level 2 Teaching Swimming	£550
3	Swim England Level 1 Swimming Assistant (Teacher) and Swim England Level 2 Teaching Swimming combined	£750

Extra tutoring can be arranged to upskill on some of the syllabus at £30 an hour where required.

Stage 1 Process - Awareness, information and guidance

1. Register your interest by email
2. Telephone interview

Discuss with your tutor the option of using RPL to claim learner outcomes for some or all of their past learning or experience.

If you are interested in this, the assessor should explain to them:

- The process of claiming a unit using RPL.
- The support and guidance that is available.
- How long the process will take, how to appeal and any costs included?

We would check that the evidence provided by the learner for RPL has been achieved before the start of their course of study.

3. Book in via our email and make payment
Initial assessment and induction with an assessor

- An assessment plan would be created by the assessor.
- The evidence gathered needs to meet the standards of the unit, or part of a unit, that the evidence is being used for. Evidence from a learner's past experience could include:
 - Home or family life
 - Non-certificated education or learning
 - Paid work
 - Community or voluntary work.

4. Once complete move to Stage 2

Stage 2: Theory

Level 1	Level 2	Level 1 and 2
Complete theory questions, 2 attempts then payment for extra assessment to be discussed.	Complete theory questions level 2	Follow Level 1 (Stage 2 of this process)
Complete two review records.	Complete 2 x Series of lessons for 6 weeks with lesson plans relating to a Learn to Swim Pathway (LTSP). Two series of lessons must be at different stages agreed by the assessor.	Follow Level 2 (Stage 2 of this process)
Once complete move to stage 3	Practical syllabus - Complete six lessons plans with evaluations and assessment evidence. <u>Lesson plans to be submitted, showing ability grouping</u>	
	Stage 1 or 2, 3, 4 or 5, Stage 6 or 7,	
	Ensure a range of teaching methods including guided discovery, whole part whole and a variety of core aquatic skills	
	Complete action plan for level 2	
	Once complete, move onto Stage 3	

Only two attempts are permitted at each phase, before additional payment for further assessment will be required.

Stage 3: Observation

Level 1	Level 2	Level 1 and 2
	Teach 6 sessions covering the below stages and skills, that meet the specification	
Observation of practical sessions to gather evidence	Observation of 2 x 30-minute practical sessions with at least 8 swimmers in one of the classes and 4 swimmers in the other, observed in one or two visits using the lesson plans that have been submitted. One lesson Front Crawl or back crawl, second lesson Breaststroke or Butterfly, both to include different games and core aquatic skills. Each lesson to be at a different stage (stage 1, 2, 3 the another 4, 5, 6 or 7)	
Complete the Evaluation review of session	Evaluation of lessons to be completed after the practical session with Q & A	
Have a professional discussion to any the assessor's questions	Have a professional discussion to any the assessor's questions	

- Evidence collected through the RPL process needs to be assessed and verified through the same quality assurance procedures that your centre uses for any other internal assessment methods.
- Ensure records of assessment against prior learning are kept and are available for verification if requested.

Feedback

After assessment has taken place, the Assessor will provide feedback to the learner, discussing the results and provide support or further guidance on options available for further development. The Assessor will provide an outcome as to whether the learner can be awarded. The results will then be reported to SEQ in the form of a Summary of Learner Achievement specific to that qualification.

- If deemed not yet competent payment for further assessment to be discussed.
- Stages 1 – 3 to be completed within 12 months from start to finish.
- Certificate will be issued within 4 – 6 weeks

Appeal

If the learner wishes to appeal against a decision which has been made by the Assessor, they will need to follow the guidance within the Active Swim Appeals Policy.

If you are interested, please contact:

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