

# YMCA Level 1 Award in Fitness and Physical Activity (500/8428/8)

## Qualification Specification





YMCA Awards

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# Level 1 Award in Fitness and Physical Activity

## Qualification Specification

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# Introduction

## About YMCA Awards

At YMCA Awards, we are passionate about learner progress. Our qualifications support every learner, whether taking their first steps into fitness or simply wishing to boost their skills. Our high quality resources and assessment materials have been created by leading industry experts in consultation with employers and training providers.

YMCA Awards are an internationally recognised organisation. We are highly respected in health and fitness circles, and most importantly of all we have helped over 200, 000 people launch and advance their careers.

## Qualification overview

This qualification is regulated by:

Ofqual  
CCEA (Council for Curriculum, Examinations and Assessment)  
QW (Qualifications Wales)

### Qualification aim

The aim of this qualification is to give the learner an introduction to exercise and fitness both on a personal level and as an introduction to employment opportunities within the fitness industry. The units have been developed to reflect these goals by providing the necessary basic skills, knowledge and understanding required by today's fitness and leisure industry. The content has been developed in consultation with key stakeholders, including training providers and employers.

### Overview of knowledge, skills and understanding

There are no prior knowledge expectations for learners undertaking the YMCA Level 1 Award in Fitness and Physical Activity. The only expectation is that learners look at ways to develop improvements in their own levels of fitness and physical activity.

### Target group and age range

This qualification is aimed at a range of learners, including those with no prior qualifications within health and fitness. The qualification also has no age restrictions.

## Qualification structure

To achieve the YMCA Level 1 Award in Fitness and Physical Activity, 6 mandatory units need to be completed for a total credit value of 11.

Unit reference number	Unit title	Level	Credit
J/601/0011	Exercise and Fitness Knowledge	1	2
R/600/4566	Understanding the Health and Fitness Industry	Entry level 3	1
Y/601/0014	Exploring Personal Fitness	1	2
K/600/9370	Participate in Physical Activity in the Fitness Environment	1	2
J/600/4256	Assist in the delivery of an exercise session	1	2
R/615/1969	Introduction to Healthy Eating	1	2

The Total Qualification Time (TQT) for this qualification is a minimum of 106 hours. The Guided Learning Hours (GLH) assigned is 60 hours.

### Total Qualification Time (TQT)

This is an estimate of the total amount of time, measured in hours that a learner would reasonably need to be able to show the level of achievement necessary for the award of a qualification.

Total Qualification Time is made up of the following two elements:

- (a) the number of hours which an awarding organisation has assigned to a qualification for Guided Learning (see below), and
- (b) an estimate of the number of hours a learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place as directed by – but not under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

### Guided Learning Hours (GLH)

This is:

- Face-to-face delivery (learning delivered by a lecturer, supervisor, tutor or other appropriate member of the training team)
- E-learning with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place)
- Invigilated assessment (external tests sat under controlled or open-book conditions)
- Internal assessment carried out by the learner with a lecturer, teacher or tutor present/available in real-time (the co-presence of learner and tutor can be either remote or in the same physical place).

This is **not**:



Unsupervised learning such as:

- E-learning that the learner carries out unsupervised and with no real-time support from a lecturer, teacher or tutor
- Assessment internally carried out by the learner without a lecturer, teacher or tutor present/available in real-time (for example, completing a Learner Assessment Record (LAR) at home)
- Any additional further study, revision and training activities that the learner does unsupervised to support their learning.

Recommended Guided Learning Hours – our ongoing review

Your External Quality Assurer (EQA) will ask you to feedback on GLH annually as part of the quality assurance visit. You should base your feedback on a typical learner taking this qualification and the time spent on supervised learning (GLH). If you feel the GLH is different from the above and you wish to feedback before your next EQA visit, please email us: [awards.products@ymca.co.uk](mailto:awards.products@ymca.co.uk).

## Entry requirements

No prior qualifications are required and there are no age restrictions.

## Opportunities for progression

This qualification provides progression to other qualifications at the same and higher levels, for example:

- Level 2 Certificate in Fitness Instructing - Gym-Based Exercise
- Level 2 Award in Nutrition for Healthy Living
- Level 2 Diploma in Promoting Health and Wellness
- Level 2 Diploma in Health, Fitness and Exercise Instruction
- Level 2 Award in Employment Awareness in Active Leisure and Learning.

## Mapping to standards

Information regarding Fitness and Physical Activity National Occupational Standards (NOS) can be found at <http://nos.ukces.org.uk/Pages/Search.aspx>.

## Centre approval

This qualification can only be offered by centres approved by YMCA Awards to deliver it. Details of YMCA Awards approvals processes can be found on our website: [www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre](http://www.ymcaawards.co.uk/centres/become-a-ymca-awards-centre).

## Qualification approval

If your centre is already approved, you should only need to complete and submit a qualification approval form to deliver this qualification. However, you may also need to complete an additional staff approval form if the qualification is going to be delivered by staff who are not currently approved by YMCA Awards. Details of additional approvals can be found on our website: [www.ymcaawards.co.uk/approvals](http://www.ymcaawards.co.uk/approvals).

## Tutor, assessor and IQA approval requirements

To make sure you meet the most up-to-date requirements please see the YMCA Awards staff approval requirement document. This can be found on our website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Registration

All learners must be registered within the first 10% of the duration of their course (e.g. for a course that lasts 10 days, learners should be registered on the first day of their course at the latest). For further details on registration please go to our website: [www.ymcaawards.co.uk/registration](http://www.ymcaawards.co.uk/registration).

## Qualification availability

This qualification is available in:

England and regulated by Ofqual

Northern Ireland and regulated by CCEA (Council for Curriculum, Examinations and Assessment)

Wales and regulated by QW (Qualifications Wales).

## Reasonable adjustments and special considerations

In making this qualification available, YMCA Awards has made every attempt to make sure that there are no unnecessary barriers to achievement. You can find full details of our reasonable adjustment and special considerations policy on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

## Enquires and appeals procedures

YMCA Awards has an appeals procedure in accordance with the regulatory arrangements in the General Conditions of Recognition. Full details of these procedures are available on our website: [www.ymcaawards.co.uk/centres/policies-and-procedures](http://www.ymcaawards.co.uk/centres/policies-and-procedures).

# Assessment and quality assurance

## How the qualification is assessed

Assessment is the process of measuring a learner's skills, knowledge and understanding against the standards set in the qualification.

This qualification is a unit-based qualification and each unit contains learning outcomes and assessment criteria. Learning outcomes set out what the learner is expected to know, understand or be able to do as a result of the learning process. Assessment criteria detail the standards a learner is expected to meet and are broken down into what the learner 'can' do as a result of successfully achieving the unit.

The learner can be assessed holistically or individually as long as they show that the learning outcomes have been achieved.

Competency based learning outcomes (e.g., be able to) are typically assessed through direct observation and these will take place in a real work environment. Where a real work environment is not stipulated the observation can be simulated and be internally assessed.

Knowledge based learning outcomes (e.g., know or understand) can be assessed in a number of different ways such as worksheets, projects, professional discussion, etc. The assessment method chosen should reflect the content of the unit.

This qualification must be assessed in line with YMCA Awards assessment policies and procedures: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

The YMCA Level 1 Award in Fitness and Physical Activity is assessed through internal assessment including worksheets, observation, practical examination and an assessment workbook (open book).

## Internal assessment

YMCA Awards suggest the following approaches to internal assessment:

### Using a Learner Assessment Record (LAR)

This document typically contains assessment guidance and paperwork developed by YMCA Awards to support the assessment of a qualification.

A Learner Assessment Record is available for this qualification, please make sure you are logged in to the centre home on the website and follow this link: [www.ymcaawards.co.uk/download-resources/lars](http://www.ymcaawards.co.uk/download-resources/lars).

### Creating a portfolio of evidence

If a YMCA Awards Learner Assessment Record (LAR) is not used to evidence internal assessment then the learner must create a portfolio of evidence. Centres must work with learners to create this portfolio and need to make sure that the learner's portfolio shows coverage of the learning outcomes and/or assessment criteria where required.

A typical portfolio of evidence could include:

- evidence index
- assessor observation – completed observational checklists and related action plans
- witness testimony
- candidate's proof of work
- worksheets
- assignments/projects/reports/presentations
- record of professional discussion
- record of oral and written questioning
- candidate and peer reports
- Recognition of Prior Learning (RPL)
- summary of achievement.

Centres need to make sure assessment specifications and paperwork are signed off by the EQA before delivery.

As a guide to selecting appropriate assessment methods see the suggested example in the 'Qualification content' section of this specification. We are in the process of uploading a selection of word template documents to the website which you may find useful when creating your learners' portfolios of evidence. This will be available very soon, please keep an eye on the resources section of the centre home page for more information.

## External assessment

There is no external assessment. As a challenge for learners considering progression to level 2 we have some level 1 mock multiple choice papers, which will test how much of the level 1 exercise and fitness knowledge they have retained. See mock papers here: <http://www.ymcaawards.co.uk/download-resources/mock-papers>.

## Assessors

The role of the assessor is to make an informed judgement about the evidence a learner should provide to show they can meet the assessment criteria. For further guidance please see the 'Role of the assessor' document on the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Internal and external quality assurance

The role of the Internal Quality Assurer (IQA) is to make an informed judgement(s) regarding the practice of and decisions made by the assessment team to maintain standards. They are a vital link between the assessors and the External Quality Assurer (EQA). For further information on the role of the IQA and the EQA go to the website: [www.ymcaawards.co.uk/centres/centre-guidance](http://www.ymcaawards.co.uk/centres/centre-guidance).

## Qualification content

### Unit specifications and recommended assessment methods

# Exercise and Fitness Knowledge (J/601/0011)

## Unit aim

This unit covers basic knowledge of anatomy and physiology together with components of fitness and principles of training.

## Unit content

The learner will:

### 1. Understand anatomy and physiology in the context of health-related exercise

The learner can:

1.1. Identify the structure and function of the body in relation to exercise and fitness

1.2. Identify the effects of exercise and fitness on systems of the body

The learner will:

### 2. Understand the components of physical fitness.

The learner can:

2.1 Define health, exercise, physical activity and fitness and the differences between them

2.2 List the components of total fitness and physical fitness

2.3 Define the principles of training

#### Assessment Specification

Internally assessed via assessment workbooks  
(digital auto marking version is available)  
Note: eLearning is available for this unit

# Understanding the Health and Fitness Industry (R/600/4566)

## Unit aim

This unit gives a basic introduction to the health and fitness industry.

## Unit content

The learner will:

### 1. Know the features of the health and fitness industry

The learner can:

1.1 List the different places where fitness activities can take place

1.2 List the different reasons why people go to a fitness facility or leisure centre

1.3 List the different activities that can take place in a fitness facility or leisure centre

The learner will:

### 2. Know employment and career opportunities in the health and fitness industry

The learner can:

2.1 List the possible jobs available in the health and fitness industry

2.2 Identify the professional requirements of working in the health and fitness industry

The learner will:

### 3. Know the features of professional behaviour in the health and fitness industry

The learner can:

3.1 Outline the different aspects of being a professional health and fitness instructor

3.2 State what is needed to apply for a job

3.3 List a range of requirements that your employer must meet

#### Assessment Specification

**Internally assessed: worksheets or posters**

Note: eLearning is available for this unit

# Exploring Personal Fitness (Y/601/0014)

## Unit aim

This unit provides the learner with an opportunity to experience a Personal Exercise Programme (PEP) using the Principles of Fitness (frequency, intensity, time, type and adherence).

## Unit content

The learner will:

### 1. Be able to understand and use tests to determine levels of physical activity

The learner can:

#### 1.1 Perform a variety of tests to determine current levels of physical fitness

The learner will:

### 2. Plan and produce a Personal Exercise Programme (PEP).

The learner can:

#### 2.1 Plan a Personal Exercise Programme (PEP)

#### 2.2 Participate in and evaluate the PEP

Assessment Specification

Internally assessed worksheets

# Participate in Physical Activity in the Fitness Environment (K/600/9370)

## Unit aim

The aim of this unit is to make sure the learner understands the fundamental basis of the health and fitness industry and to prepare the learner for further learning or training in a subject area.

## Unit content

The learner will:

### 1. Know the structure of a health-related exercise session

The learner can:

1.1 Explore the structure of a health-related exercise session

1.2 Demonstrate appropriate activities or exercises in relation to

1.3 Give examples of different exercises and activities

The learner will:

### 2. Understand the importance of safe and effective exercise technique

The learner can:

2.1 Identify good and poor exercise technique

2.2 Demonstrate good exercise technique

The learner will:

### 3. Know the skills and qualities required by a fitness instructor

The learner can:

3.1 List the skills and qualities needed by a fitness instructor to deliver a safe and effective exercise session.

3.2 Identify the skills and qualities of a fitness instructor



**Assessment Specification**

**Internally assessed:** participation in an exercise session, worksheets

Note:

Learners should participate in an exercise session which is led by a suitably qualified instructor. Sessions could be, for example, a circuit class, aerobics class or indoor cycling session

# Assist in the delivery of an exercise session (J/600/4256)

## Unit aim

This unit will enable the learner to show the skills needed to assist in leading a safe and effective exercise session.

## Unit content

The learner will:

### 1. Know the basic principles of leading a safe and effective exercise session

The learner can:

#### 1.1 List the basic principles of leading a safe and effective exercise session

The learner will:

### 2. Be able to assist in leading a safe and effective exercise session

The learner can:

#### 2.1 Demonstrate the skills required to assist in leading a safe and effective exercise session

Assessment Specification	Internally assessed: practical observation of skills

# Introduction to Healthy Eating (R/615/1969)

## Unit aim

The aim of this unit is to enable the learner to understand the benefits of a balanced diet and its impact on health.

## Unit content

The learner will:

### 1. Understand the importance of maintaining a balanced diet for health

The learner can:

1.1 Outline the importance of a balanced diet for health

1.2 Identify key nutrients needed to maintain a healthy and balanced diet

1.3 Identify a food source for each of the key nutrients

1.4 Give examples of current UK healthy eating advice

1.5 Outline the purpose of food labelling

1.6 Outline the possible impact of a poor diet on health

The learner will:

### 2. Be able to assess own diet in relation to UK healthy eating guidelines

The learner can:

2.1 Record own food and drink diary for five days (to include a weekend)

2.2 Identify areas of own diet that fit in with UK healthy eating guidelines (based on own food and drink diary)

2.3 Identify areas of own diet that would benefit from improvement (based on own food and drink diary)

#### Assessment Specification

Internally assessed: Worksheet, poster, case study (healthy eating plan), food and drink diary







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*YMCA Awards is one of the UK's leading health, fitness and wellbeing specific awarding organisations. It offers training centres and learners across the world a diverse suite of qualifications, from introductory (Level 1) to advanced levels (Level 4).*

*YMCA Awards issues over 30,500 qualification certificates a year, helping learners in the UK and overseas to launch and progress their careers in the active leisure sector.*

*To view YMCA Awards' full range of qualifications please visit  
[www.ymcaawards.co.uk](http://www.ymcaawards.co.uk).*

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