



Creating Sector Leaders

Creative Sport & Leisure have developed a strategy to train the next generation of Professional and Technical employees that will drive economic development in the Active Leisure, Learning and Well-being Sector.

Since August 2013, we have positioned ourselves to deliver, demand led, skills training to the Active Leisure, Learning and Well-being Sector. Our success is based on responding to the labour market's skills gaps by developing skills training and apprenticeship programmes that employers require. We are achieving this by creating bespoke skills training (Skills Bag) which is mapped and delivered through formal qualifications with a direct focus on the outcome. Through offering career choices and creating opportunities through innovative curriculum design we have become a preferred Training Provider.

From day one, Creative Sport & Leisure have focused on Educating, Activating and Inspiring people by working in partnership with employers, stakeholders and industry experts. It became apparent that we were offering a solution to the sector's skills problems. The evidence of our success in the early days was winning a tender commissioned by London Legacy Development Corporation (LLDC) in partnership with the Skills Funding Agency and the National Apprenticeship Service. We became the training provider of choice to deliver Apprenticeships in Sport and Leisure based at Queen Elizabeth Olympic Park (QEOP) when it opened to the public in April 2014. Active Apprentice was created and today is an Apprenticeship Training Agency (ATA) in Sport and Leisure in England. The programme focused on the four host boroughs of QEOP and addressed both economic and social challenges by offering skills development and sector focused qualifications.

We deliver a range of Apprenticeship Standards, Traineeships and our own bespoke full time Future Skills Programme. All of these programmes use our unique Model of Delivery which incorporates our Society which we describe as Work Ability, Work, Competence, Values and Health. Our direct focus for the future is to respond to Government changes to the Skills Landscape and Sporting Future Strategy by becoming the trusted advisors, developing solutions through skills training by Creating Sector Leaders that see the benefit to engage in Lifelong Learning.

Creative Sport & Leisure is a direct contract holder with the Education Skills Funding Agency (ESFA) for the delivery of apprenticeships and traineeships, for both non levy and levy employers. Creative Sport & Leisure underwent its first full inspection from Ofsted in September 2021, where we achieved a 'Good' outcome in the following areas:

- The quality of education
- Behaviour & attitudes
- Personal development
- Leadership & management
- Apprenticeships

CINCH Development is a wholly owned subsidiary of Creative Sport & Leisure and its primary function is to deliver Leadership & Management Apprenticeships along with Teaching & Learning qualifications and apprenticeships. We have developed this delivery model with leading employers across the country. CINCH Development's delivery is flexible to meet employer's needs and also offers Chartered Manager and Senior Leader Apprenticeships with our chosen partner Arden University.

Over the last two years, Creative Sport & Leisure has worked hard to ensure it continues to be demand led and is now a CIMPSA endorsed training provider. Creative Sport & Leisure is directly responding to Sport England's strategies 'Uniting the Movement' and the 'DfE's Skills for Jobs: lifelong learning for opportunity and growth' and will continue to adapt its training delivery to meet the needs of the workforce for the future.

David Kreyling
Chief Executive Officer, Creative Sport & Leisure

Sport & Physical Activity Apprenticeship Standards

Community Activator Coach Apprenticeship Standard (Level 2)

Leisure Team Member Apprenticeship Standard (Level 2)

Community Sport and Health Officer Apprenticeship Standard (Level 3)

Personal Trainer Apprenticeship Standard (Level 3)

Leisure Duty Manager Apprenticeship Standard (Level 3)

Sports Coach Apprenticeship Standard (Level 4)



Delivered in association with:



Level 2 Community Activator Coach Apprenticeship

Apprenticeship Overview

Those within Community Activator Coach roles are predominantly employed by sport for social change charities, local authorities, sports clubs, leisure centres, youth work agencies and outdoor education centres and are deployed to primarily work with inactive groups of people.

Key Responsibilities

Working in partnership with other businesses to ensure high quality delivery of sport sessions. Ensure all coaching sessions are adequately equipped and delivered in accordance to Health and Safety requirements. Delivery of multi-sport and specialised sport sessions to a range of age groups and abilities.

Knowledge covered within the programme includes:

- The Benefits of Physical Activity and Healthy Lifestyle
- The Principles of Behaviour Change
- Leadership in Sport and Physical Activity
- Planning Community Events to increase Physical Activity

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. Some employers may also choose to offer industry relevant training, such as Multi Skills Development and Principles of First Aid. As part of the apprenticeship, your Apprentice will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

Apprentices without Level 1 English and maths (Grade 1 to 3) and above will need to achieve this level and take the test for Level 2 English and maths (Grade 4 and above) prior to the end point assessment. There will be an expectation to attend all delivery workshops. The employer may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 2

Duration

Expected duration of 14 to 18 months.

Job Roles

Specific roles may include an Activator, Sports Coach, Activity Leader, Community Worker or Outreach Officer.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Methods:

- Practical coaching observation
- Presentation with question and answers
- Panel interview

Progression

Successful completers will be able to move into leadership or management roles within the Sector which may be aligned to a higher level apprenticeship, such as the Community Sport and Health Officer. This progression will involve leading teams of people; acting as a mentor for staff; or delivery of physical activity programmes to certain populations or communities.



Level 2 Leisure Team Member Apprenticeship

Creative Sport & Leisure, Future Fit Training and Institute of Swimming have entered into a consortium to deliver in partnership the Leisure Team Member Apprenticeship Standard. Industry employers have been part of developing this standard which responds to their workforce needs.

Apprenticeship Overview

The role of the Leisure Team Member is to support, enhance and deliver the day to day operations and services of a leisure/fitness facility. On successful completion of this apprenticeship the Leisure Team member will be eligible to become an affiliate member of the Chartered Institute for the Management of Sport and Physical Activity (CIMSPA).

Key Responsibilities

The role of the leisure team member is to support, enhance and deliver the day to day operations and services of a leisure / fitness facility. Working as part of a team, it is the responsibility of the leisure team member to undertake a range of operational duties such as assisting with the opening and closing of the facility, undertaking routine maintenance of equipment and maintaining the cleanliness and safety of the environment. Alongside these operational functions they ensure programmed activities and services are available for customers. Alongside their operational duties there are five key areas of work all leisure team members will cover; leisure and fitness operations, lifeguard duties, swimming teaching duties, gym instruction and leading group activities.

Qualifications Included

Apprentices without level 1 in English and maths will need to achieve this level and take the test for level 2 English and maths prior to taking their end-point assessment. For those with an education, health and care plan or legacy statement the apprenticeships English and maths minimum requirement is Entry Level 3 and British Sign Language qualifications are an alternative to English qualifications for those whom this is their primary language.

As part of the apprenticeship, the apprentice will need to achieve the following qualifications:

- A IQL Level 2 Award in Pool Lifeguarding
- One of the following: A Swim England Level 2 in Teaching Swimming or A STA level 2 Certificate in Teaching Swimming
- A Level 2 Certificate in Fitness or Gym Instruction awarded by; 1st4sport qualifications, Active IQ, Innovate Awarding, NCFE, VCTC or YMCA Awards
- A Level 3 certificate in First Aid (to be taken either as a stand-alone qualification or as a separate part of the IQL Level 2 Award in Pool Lifeguarding)

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum, including English and maths. You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 2

Duration

18 months

Job Roles

The Leisure Team Member reports to the duty manager and will typically cover a seven-day week on a rota basis resulting in shifts that may include weekend, early mornings, evenings and public holidays. Job titles include, recreation assistant, recreation supervisor, leisure attendant, leisure assistant and leisure professional.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Methods:

- Professional discussion supported by a portfolio of evidence
- Observation of practical activities with questioning

Progression

Learners can progress to the Leisure Duty Manager Apprenticeship at Level 3.

FUTURE FIT
TRAINING

CIMSPA | Training
Education Partner Provider



Institute of Swimming

Level 3 Community Sport and Health Officer Apprenticeship

Apprenticeship Overview

The key role of a Community Sport and Health Officer (CSHO) is to initiate behaviour change in local residents with regards engagement in sport and physical activity across local communities. By working within and across local organisations individuals will scope, organise and coordinate the delivery of opportunities for local communities to get more physically active.

Key Responsibilities

A Community Sport Health Officer is required to demonstrate understanding the importance of physical activity and healthy lifestyles, including: basic understanding of nutrition, fitness to work, regular daily activity, mental well being. The CSHO is often responsible for stimulating positive activities through using experiential play and animation across community assets – this could include how to adapt traditional forms of games and sports.

Knowledge covered within the programme includes:

- The principles of behaviour change
- Adapting delivery to suit different groups in society
- Managing and leading colleagues/volunteers
- Developing appropriate sports or physical activity programmes
- How to work collaboratively with a network of partners/stakeholders

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. Some employers may also choose to offer industry relevant training, such as Multi Skills Development and Principles of First Aid.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 minimum (or equivalent). You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

Expected duration of 16 to 20 months.

Job Roles

The Community Health Officer Standard will underpin occupations in the fields of leisure, sport, youth work, youth justice, outdoor education, or public health.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Methods:

- Work-based observation
- Case study challenge
- Presentation with question and answers
- Panel interview

Progression

Successful completers will be able to move into senior roles within the Sector – leading teams of people or specialising with certain populations, particular sports or programmes.



Level 3 Personal Trainer Apprenticeship

Apprenticeship Overview

The role of a Personal Trainer is to coach clients (on both a one-to-one and small group basis) towards their health and fitness goals. A personal trainer is a positive, professional individual committed to motivating clients to achieve their health and fitness goals through personalised coaching, taking into account factors such as: lifestyle, wellbeing, fitness and nutrition for an effective service.

Key Responsibilities

Through the design and delivery of bespoke training programmes, nutritional advice and holistic lifestyle management, Personal Trainers motivate clients to positively change their behaviour and improve their overall wellbeing by providing specialist, tailored advice within their scope of practice, while always being aware of when to refer clients to relevant appropriate professionals for specialist information and guidance (e.g. physiotherapist, registered dietician, medical specialist).

Knowledge covered within the programme includes:

- Exercise Programme Design and Delivery
- Exercise Technique
- Professional Practice
- Business acumen

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. Some employers may also choose to include industry relevant qualifications, such as L2 Certificate in Fitness Instructing. As part of the apprenticeship, apprentices will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs (or equivalent) at Grade 4 minimum, including a qualification in Sport, Fitness or PE. You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

Expected duration of 15 to 18 months.

Job Roles

Personal Trainers, Senior Health Professionals, Group Fitness Instructors.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment includes:

- Practical observation with questions and answers
- Presentation with questions and answers
- Interview

Progression

Upon successful completion, the Personal Trainer may choose self-employment, employment or further specialist study – such as a Level 4 Apprenticeship, or industry short courses, e.g. Sports Massage and GP Exercise Referrals.

FUTURE FIT
TRAINING



CIMSPA
Education Partner

**Training
Provider**

Level 3 Leisure Duty Manager Apprenticeship

Apprenticeship Overview

A Leisure Duty Manager will manage the effective day to day 'front line' operation of a leisure facility. They will provide visible leadership to a diverse range of staff such as lifeguards, receptionists, sports coaches, fitness teams and crèche workers, whilst also promoting customer well-being, and, through the services on offer encourage customers to adopt and maintain an active healthy lifestyle.

On successful completion of this apprenticeship the Leisure Duty Manager will be eligible to become a Member of the Chartered Institute for the Management of Sport and Physical Activity (CIMSPA).

Key Responsibilities

It is the responsibility of the Leisure Duty Manager to ensure the facility is prepared for use in accordance with the planned activity programme and that all areas are maintained to the highest possible standards of safety, cleanliness, security and operational effectiveness. These facilities will vary in size and the services available such as swimming pools, multi-functional sports hall, fitness suites, crèche, children's soft play, health suites, climbing walls and outdoor sports tracks. Their responsibility is to manage staff performance and on-going development to ensure staff are motivated, efficient and operate at a high standard.

The Leisure Duty Manager will promote customer well-being, and, through the services on offer encourage customers to adopt and maintain an active healthy lifestyle. The Leisure Duty Manager will drive improvements to the customer experience and ensure members of staff are fully aware of how to support diverse customers such as ethnic groups, disabled participants, adults, and young children, understanding how this will contribute to overall customer loyalty and retention in support of the business goals and brand. The Leisure Duty Manager will typically report to a Leisure Centre/General Manager and assist in implementing management systems, maintaining operational standards, records, and financial procedures in accordance with regulations and industry guidance whilst ensuring compliance with all organisational policies and procedures. Leisure Duty Managers typically cover a seven day week resulting in shifts that include weekends, early mornings, evenings and public holidays.

Qualifications Included

As part of the apprenticeship, the apprentice will need to achieve the following qualifications:

- First Aid at Work
- Level 3 Pool Plant Operator Certificate

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum. You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

18 months

Job Roles

Leisure Supervisor - Team Leader - Duty Manager

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment includes:

- Project
- Presentation
- Professional Discussion

Progression

Completion of this apprenticeship will enable progression in the leisure industry to a more senior management role such as Centre Manager.



Level 4 Sports Coach Apprenticeship

Apprenticeship Overview

The purpose of the Sport Coach occupation is to use extensive technical and tactical sports knowledge and skills to design and deliver coaching programmes that engage, motivate and evolve participants' skills and performance.

Key Responsibilities

Sport coaches aim to provide meaningful and high-quality learning, development and performance experiences. They support the achievement of medals in talent, national and international competition, enrich performance in local competitions, increase participation, raise educational standards, enhance wellbeing and drive social change. Sport coaches can influence national wellness to reduce burden on the National Health Service.

This standard has three different options

- High performance coach
- Community Coach
- Schools Coach

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. Some employers may also choose to offer industry relevant training, such as Multi Skills Development and Principles of First Aid.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 minimum (or equivalent). You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 4

Duration

Expected duration of 18 to 21 months.

Job Roles

The Sports coach will underpin occupations in the fields of leisure, sport, elite sport, community coach or performance coach.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment includes:

- Work based project and presentation with questioning
- Practical observation with questioning
- Professional discussion underpinned by portfolio

Progression

Successful completers will be able to move into senior roles within the Sector – leading teams of people or specialising with certain populations, particular sports or programmes.





Apprenticeship Standards delivered by Cinch Development

Teaching Assistant Apprenticeship (Level 3)

Learning Skills Teacher Apprenticeship Standard (Level 5)

Operations/Departmental Manager Apprenticeship Standard (Level 5)

Chartered Manager Apprenticeship Standard (Level 6)

Senior Leaders Master's Degree Apprenticeship Standard (Level 7)



CINCH Development is a wholly owned subsidiary of CSL and its primary function is to deliver Leadership & Management Apprenticeships along with Teaching & Learning qualifications and Apprenticeships. We have developed this delivery model with leading employers across the country. CINCH Development's delivery is flexible to meet employer's needs and also offers Chartered Manager and Senior Leader Apprenticeships with our chosen partner Arden University.

Level 3 Teaching Assistant Apprenticeship

Apprenticeship Overview

Teaching Assistants work in Primary, Special and Secondary education across all age ranges and subjects, encompassing working with children with special educational needs and emotional vulnerabilities. The primary role of the Teaching Assistant is to support the class teacher to enhance pupils' learning either in groups or individually, ensuring pupils understand the work set, know their learning objectives and stay on task in order to make progress.

Key Responsibilities

Teaching Assistants are good role models, act with honesty and integrity, take part in team meetings; contribute to planning and class activities.

Responsibilities include supporting in the classroom, working with all age ranges, needs, vulnerabilities to promote community cohesion and cultural diversity, whilst encompassing a full understanding of the school's ethos.

A teaching assistant is required to use a range of strategies including scaffolding and open questioning skills to enable pupils to access and engage in learning, whilst safeguarding and protecting learners.

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment.

As part of the apprenticeship, your apprentice will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum, including English and maths.

The employer may also choose to consider applicants based on relevant prior experience

Programme Level

Level 3

Job Roles

Specific job roles may include: Primary School Teaching Assistant, Secondary School Teaching Assistant, Specialist Education School Assistant

Duration

Expected duration of 18 months.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Method:

- Practical Observation
- Question and Answer
- Professional discussion supported by a portfolio of evidence

Progression

Upon successful completion, the Teaching Assistant Apprenticeship could prepare you for roles including: Higher Level Teaching Assistant, Learner Support Assistant or a Teacher.



Level 5 Learning and Skills Teacher Apprenticeship

Apprenticeship Overview

Teaching young people and adults within all parts of the Education and Training Sector. The LST role is pivotal to the success of traineeship and apprenticeship programmes, to support the delivery of effective vocational education and training, meeting both learners' and employers' needs. LSTs teach young people and adults within all parts of the ETS, including: work based/independent training provision; further, adult and higher education; offender-learning; and the voluntary sector.

Key Responsibilities

LSTs are responsible for planning and delivering learning that is current, relevant and challenging, inspiring learners to engage and achieve their full potential. LSTs collaborate closely with colleagues and other ETS professionals in supporting learner progress. LSTs ensure the physical, psychological and social wellbeing of their learners.

Knowledge covered within the programme includes:

- Principles of effective programme design
- Principles of effective learning
- Principles of individualised (differentiated) learning
- Quality assurance within the education context Using Digital and Mobile Technologies

Qualifications Included

- Level 5 Diploma in Education and Training
- Level 2 Safeguarding
- Apprentices without Level 2 English and Maths will need to achieve this level prior to taking the end point assessment

Entry Requirements

Individual employers may set any entry requirements, but these may typically include:

- Competence in vocational and/or specialist subject at an appropriate level
- Confirmation of current vocational/specialist subject knowledge
- Up to date knowledge of workplace practice
- A willingness to continue to develop personal ICT skills to a level in-line with the LST role
- Reference to the Education and Training Foundation's (2016) Minimum Core Guidance, and any subsequent updates

Apprentices must be aged 19 or above to enrol on this apprenticeships standard.

Programme Level

Level 5

Duration

Expected duration of 24 months.

Job Roles

Learning and Skills Teacher (LST)

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Methods:

- Professional Discussion informed by:
 - (1a) Thematic Case-Study (TCS);
 - (1b) Online Presentation (OP)
- Two Teaching Observations

Progression

With the employer's approval, the LST could progress onto curriculum/training leadership roles following an adequate period of experience teaching at this level, within the sector.



Level 5 Operations/Departmental Manager Apprenticeship

Apprenticeship Overview

An Operations Manager manages teams and/or projects, in order to fulfill specific goals and objectives, whilst being accountable to a more senior manager. An Operations Manager is often responsible for coordinating activities and setting deadlines for the wider team. They may also be required to ensure stock availability, arrange for orders, payments and deliveries.

Key Responsibilities

Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, steering change, financial

and resource management, talent management, coaching and mentoring.

An Operations Manager is also often required to plan, schedule and review feasibility of systems and allocations of workload, as well as providing guidance to employees.

Knowledge covered within the programme includes:

- Leading People
- Finance
- Project Management

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment.

As part of the apprenticeship, your Apprentice will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum.

The employer may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 5

Duration

Expected duration of 24 to 30 months

Job Roles

Specific job roles may include: Operations Manager, Regional Manager, Department Manager and Specialist Managers.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Method:

- Knowledge Test
- Project
- Professional discussion
- Competency based interview

Progression

On completion, apprentices can register as full members with the Chartered Management Institute (CMI) and/or the Institute of Leadership & Management (ILM), and those with three years' of management experience can apply for Chartered Manager status through the CMI.



Level 6 Chartered Manager Apprenticeship

Creative Sport & Leisure have chosen Arden University as their higher education partner to deliver the Chartered Manager Degree Apprenticeship Standard. Industry employers have been part of developing this standard which responds to their workforce needs.

Apprenticeship Overview

Professional managers capable of managing complexity and delivering impact at a strategic and/or operational level with leadership responsibility for setting and delivering organisational objectives through a wide range of functions. Professional managers who want to develop fully all aspects of their management and leadership skills, knowledge, self-awareness and behaviours.

Key Responsibilities

Key responsibilities may include setting direction, leading teams, clear communication, developing skills and motivating others, fostering inclusive and ethical cultures, project management, financial management, innovation, risk management, & developing stakeholder relationships.

A Chartered Manager is someone who can take responsibility for people, projects, operations and/or services to deliver long term organisational success, with the professional recognition of their ability to deliver impact and demonstrate their commitment to continual learning and development.

Qualifications Included

An undergraduate degree, such as Bachelor of Arts, Bachelor of Sciences or Bachelor of Administration.

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically include A Levels (or equivalent).

The employer may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 6

Duration

Expected duration of 56 months including end point assessment.

Job Roles

Specific job roles may include: Head of Department, Senior Manager.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

This programme is solely delivered by Arden University, they will be responsible for academic delivery support and the degree award.

End Point Assessment Method:

- Strategic business proposal, presentation with questioning
- Professional discussion underpinned by a portfolio of evidence

Progression

On completion, apprentices can register as full members with the Chartered Management Institute (CMI) and/or the Institute of Leadership & Management (ILM).



Level 7 Senior Leader

Creative Sport & Leisure have chosen Arden University as their higher education partner to deliver the Senior Leader Apprenticeship including Master of Business Administration. Industry employers have been part of developing this standard which responds to their workforce needs.

Apprenticeship Overview

A Senior Leader provides direction and vision with a clear sense of purpose and driving strategic intent. They take into account market trends and environmental influences, identifying longer-term opportunities and risks.

Key Responsibilities

Key responsibilities may include creating and delivering operational plans, managing projects, leading and managing teams, steering change, financial and resource management, talent management, coaching and mentoring.

A Senior Leader is also responsible for direction and vision. They are a role model to managers, providing governance to improve productivity and output at all levels.

Qualifications Included

For successful completers of the programme, learners will receive the Master of Business Administration (MBA), Arden University and the Level 7 Diploma in Strategic Leadership, Chartered Management Institute (CMI).

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically include A Levels (or equivalent).

You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 7

Duration

Expected duration of 27 months.

Job Roles

Specific job roles may include: Director, Chief Finance Officer, Chief Executive Officer, Executive Director, Chief Operations Officer.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The programme is solely delivered by Arden University, they will be responsible for academic delivery support and the degree award.

End Point Assessment

As part of the apprenticeship standard an external End Point Assessment Organisation will carry out your end point assessment using the following methods:

- Strategic business proposal, presentation with questioning
- Professional discussion underpinned by a portfolio of evidence

Progression

On completion, apprentices can register as full members with the Chartered Management Institute (CMI) and/or the Institute of Leadership & Management (ILM), and those with three years' of management experience can apply for Chartered Manager status through the CMI.



Apprenticeship Standards

Customer Service Practitioner Apprenticeship Standard (Level 2)

Business Administration Apprenticeship Standard (Level 3)

Customer Service Specialist Apprenticeship Standard (Level 3)

Team Leader Apprenticeship Standard (Level 3)



Level 2 Customer Service Practitioner Apprenticeship

Apprenticeship Overview

The Customer Service Practitioner is expected to support the smooth delivery of products and services to the customers of their organisation. The fundamental duties of a Customer Service Practitioner include ensuring the products and services from the organisation, be that physical or digital, arrive promptly and as described, whilst demonstrating effective communication and knowledge.

Key Responsibilities

Responsibilities will include demonstrating excellent customer service skills and behaviours at all times, as well as product and/or service knowledge when delivering to your customers. Your customer interactions may cover a wide range of situations and can include; telephone, face-to-face, post, email, text and social media.

Knowledge covered within the programme includes:

- Knowing your customers
- Meeting regulations and legislation
- Customer Experience
- Influencing Skills

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. As part of the apprenticeship, your apprentice will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

Apprentices without Level 1 English and maths (Grade 1 to 3) and above will need to achieve this level and take the test for Level 2 English and maths (Grade 4 and above) prior to the end point assessment. There will be an expectation to attend all delivery workshops.

The employer may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 2

Duration

Expected duration 12 to 15 months.

Job Roles

Specific job roles may include: Customer Relationship Manager, Customer Relations Officer, Customer Service Executive, Customer Service Manager, Customer Supervisor, Customer Support Agent, Customer Support Officer, Delivery Coordinator.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Method:

- Observation
- Apprenticeship showcase
- Professional discussion

Progression

Upon successful completion, the customer service practitioner route may progress to further career opportunities, such as supervisory or managerial roles.

Level 3 Business Administrator Apprenticeship

Apprenticeship Overview

Business Administrators are required to possess knowledge, skills and behaviours that can be applied across a range of sectors. Business Administrators can often be required to work independently and as part of a team. Business Administrators develop the skills they need to progress towards management responsibilities, and may be expected to implement, maintain and improve administrative services.

Key Responsibilities

To support the overall well-being and running of the business by conducting day to day administrative duties. This may include a wide range of different tasks, some of which may include: reception duties, office management, liaising with customers or clients, invoicing, scheduling or dealing with external suppliers. A successful business administrator is flexible to take on new duties as they arise, in a timely, discreet and supportive manner.

Knowledge covered within the programme includes:

- IT Skills
- Relevant regulations
- Policies/Processes
- Business Fundamentals

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment. As part of the apprenticeship, your apprentice will build a portfolio of evidence related to your role and requirements of the end point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs (or equivalent) at Grade 4 minimum. You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

Expected duration of 12 to 18 months.

Job Roles

Specific job roles may include: Business Administrators, Project Administrators, Personal Assistants, Receptionists or Team Coordinators.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment includes:

- Knowledge Test
- Project/Improvement presentation
- Portfolio based interview

Progression

Upon successful completion, the business administrator route may be a gateway to further career opportunities, such as management or senior support roles.

Level 3 Customer Service Specialist Apprenticeship

Apprenticeship Overview

The role of a Customer Service Specialist is to deliver high quality products and services to the customers of their organisation. The customer service practitioner is an advocate of customer service, who acts as a referral point for dealing with more complex, sensitive or technical queries.

Key Responsibilities

Responsibilities will include demonstrating excellent customer service skills and behaviours at all times, as well as product and/or service knowledge when delivering to your customers. The customer service practitioner may be required to gather and analyse data that influences change and improvement.

Knowledge covered within the programme includes:

- Business focused service delivery
- Customer Journey Knowledge
- Customer Service Improvement
- Ownership and responsibility

Qualifications Included

Before taking their end-point assessment apprentices must achieve Level 2 English and maths (equivalent to GCSEs at grades A* to C).

Apprentices will also be required to undertake a range of end point assessment, including: professional discussion, project work.

Apprentices may also choose to register as an Individual Member with Institute of Customer Service.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum. You also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

Expected duration of 15 to 18 months.

Job Roles

Specific job roles may include: Customer Relationship Manager, Customer Relations Officer, Customer Service Executive, Customer Service Manager, Customer Supervisor, Customer Support Agent, Customer Support Officer, Delivery Coordinator.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Method:

- Observation
- Apprenticeship showcase
- Professional discussion

Progression

Upon successful completion, the customer service specialist route may progress to further career opportunities, such as managerial roles.

Level 3 Team Leader/Supervisor Apprenticeship

Apprenticeship Overview

A Team Leader/Supervisor is required to provide direction, instruction and guidance towards a team or a project, to ensure the targets are reached and goals met. An effective Team Leader provides support to management and other senior staff and provides encouragement to other members of staff, whilst also ensuring own responsibilities and projects are completed

Key Responsibilities

Key responsibilities are often likely to be divided between managing people and projects.

When leading for projects: managing, planning and monitoring workloads and resources, delivering operational plans and resolving problems.

When leading teams: the Leader will support, manage and develop team members, building relationships internally and externally. The Team Leader may also be responsible for hiring and training staff and covering management duties where needed.

Knowledge covered within the programme includes:

- Managing People
- Operational Management
- Project Management

Qualifications Included

Apprentices without Level 2 English and maths (GCSE Grade 4 or equivalent) will need to achieve this prior to taking the end-point assessment.

As part of the apprenticeship, your Apprentice will build a portfolio of evidence related to their role and requirements of the end point assessment.

Entry Requirements

The entry requirement for this apprenticeship will be decided by each employer, but may typically be five GCSEs at Grade 4 (or equivalent) minimum. You may also choose to consider applicants based on relevant prior experience.

Programme Level

Level 3

Duration

Expected duration of 12 to 18 months

Job Roles

Specific job roles may include: Supervisor, Team Leader, Project Officer, Shift Supervisor, Foreperson and Shift Manager.

Delivery Method

The duration of this programme is based on the apprentice working for at least 30 hours per week, including 'Off the Job' Training. If apprentices work less than 30 hours a week the programme duration will be extended.

The 20% training is delivered by Creative Sport & Leisure, either at the workplace, off-site or via e-learning. The training is specifically tailored to ensure the apprentice develop the skills they will need to thrive in the workplace, giving apprentices a real advantage with career progression and allow the employer to build a future workforce.

End Point Assessment Method:

- Knowledge Test
- Project/Case Study
- Professional discussion

Progression

On completion, apprentices may choose to register as Associate members with the Chartered Management Institute (CMI) and/or the Institute of Leadership & Management (ILM), to support their professional career development and progression.



Creative Sport & Leisure have developed a strategy to train the next generation of Professional and Technical employees that will drive economic development in the Active Leisure, Learning and Well-being Sector.

Traineeship



Delivered in association with:



Traineeship

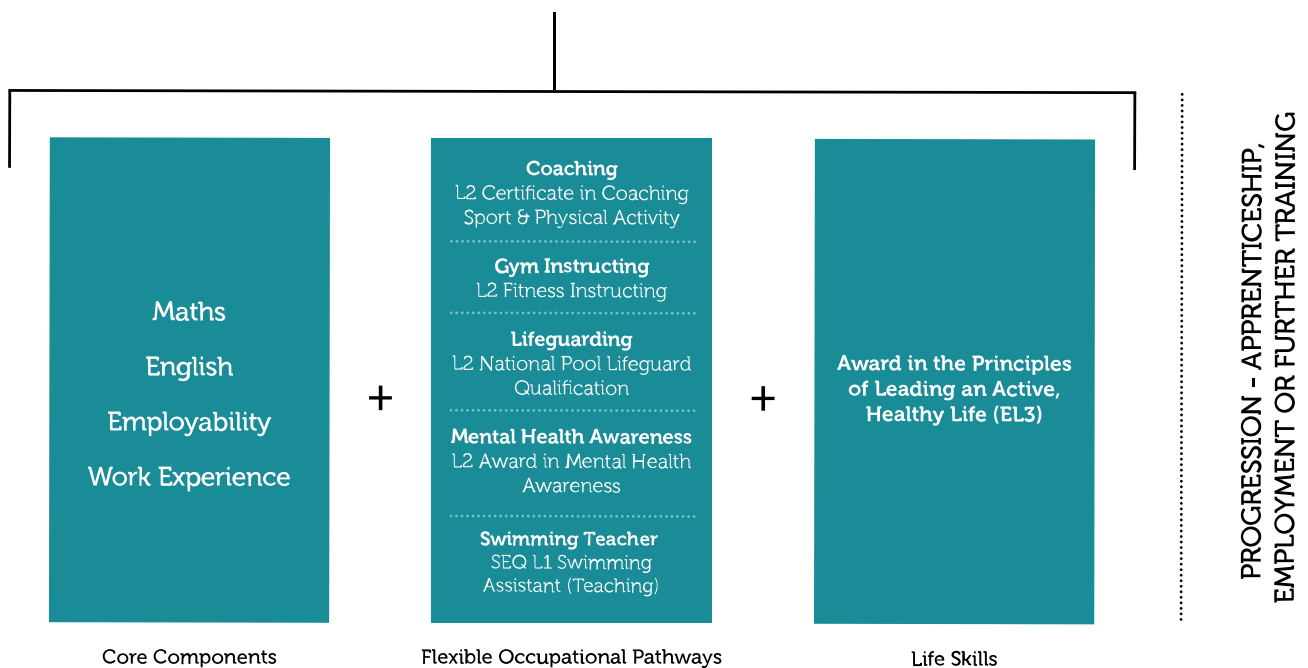
Traineeship Overview

Creative Sport & Leisure work closely with employers to offer Traineeship programmes. Traineeships are short, flexible programmes that offer the skills and qualifications needed to get onto the employment ladder and provide the employers the chance to work with exciting new talent.

Traineeship programmes combine technical qualifications, with employability and a high quality work experience placement.

The flexible programmes can last between 6 weeks and 1 year and aimed at young people aged between 16 and 24. We will work with you the employer to design a suitable programme incorporating technical qualifications beneficial to your organisation.

TRAINEESHIP



The programme consists of all **Core Components**, at least one of the **Flexible Occupational Pathways** and **Life Skills**.

12 - 24 Weeks

All programmes also include maths, English and Employability development training. Which then support the young person to progress into employment or further training.

Financial incentives (£1000 per Trainee!*) and no wages to pay – just the work experience opportunity.

Minimum of 70 hours work experience on programme and should help the young person develop the skills, knowledge, confidence, attitudes and behaviours they would need to be part of your team.

As an employer, it is an opportunity to select the most appropriate Trainee(s) to progress on to an Apprenticeship with yourself as you can use the programme as a 'try before you buy' or 'an extended interview' process for employers.

Active Apprentice

Apprenticeship Training Agency (ATA)

Active Apprentice

Active Apprentice

Apprenticeship Training Agency

Active Apprentice offers a new and unique approach to helping a business grow through taking on an apprentice. Our dedicated team provides on-going guidance to both the business and the apprentice within a supported Apprenticeship programme, ensuring businesses are matched with the right candidate and the apprenticeship programme generating real returns.

Hassle-Free Recruitment & Skills Brokerage

When you decide to employ an apprentice through Active Apprentice we will offer you a range of services that take the hassle out of recruitment; saving you expense and time. Your business will benefit from the following:

- Completion of a Skills Bag (workforce development plan) tailored to your unique business needs
- A low risk solution: apprentice matching to employer vacancies
- Apprentice payroll services: we employ your apprentice on your behalf, reducing the costs and the risks associated with direct employment
- A personalised service: short listing, interviewing, mentoring
- Specialist expertise: payroll, tax, NI, pension, holiday and paperwork
- Fast and efficient service
- A range of Apprenticeship Standards to complement your business needs
- Increase business productivity and reduce hassle, cost and bureaucracy
- Buy bespoke packages of deployment days from our multi skilled, motivated and local Active Apprentices, including the facility to share apprentices with other host employers

Apprenticeship Programme Breakdown

Each Apprentice will receive a comprehensive programme of learning and development (circa 38 days per annum), delivered in partnership with Active Apprentice, other specialist training providers and the host employers. Active Apprentice work with partners (including National Governing Bodies of sport) to provide additional development training courses and support through mentoring. In addition, each apprentice will commit to 10 'give-back' days which will be utilised by the local communities. The Apprentices will also be available to support community events, as well as major sport events and competitions. You can buy this service for either 45, 90 or 180 days for as low as £50 per day.

The breakdown of a year as an Active Apprentice, would look like:

- 180 Host Days
- 38 Learning & Development Days
- 10 Give back days
- 25 days annual leave
- 8 Bank Holidays
- 104 Weekend days

Cost

Cost until 31st March 2022 (Costing examples calculated at current National Living Wage)

Age	Annual Cost at 30 hours p/w
16-17 Years	£10,810.00
18-20 Years	£14,327.00
21-22 Years	£16,954.00
23+ Years	£17,374.00

Online & CPD Workshops



Creative
Sport &
Leisure

Online & CPD Workshops

Training Overview

Upskill your workforce via a range of online short courses and CPD. These short courses can be undertaken as part of an apprenticeship and wider study, or as standalone CPD to broaden and extend understanding.

- A Guide to UK Data Protection: Education
- ADHD Awareness (Attention Deficit Hyperactivity Disorder)
- Administration of Medication in Schools
- Adverse Childhood Experiences
- Anti-Fraud, Bribery and Corruption
- Autism Awareness
- Bullying and Harassment in the Workplace
- Child Exploitation
- Child Neglect
- Child Protection Advanced
- Child Protection in Education
- Child Protection in Education Music
- Child Protection in Sport and Active Leisure
- Child Protection Refresher 2021
- Concussion Awareness
- Cyber Security
- Dealing with Bereavement and Loss Awareness
- Digital Resilience
- Domestic Abuse and Children & Young People
- Dyslexia Awareness
- Effective Health and Safety for Children with SEND and ASN
- Equality & Diversity
- Female Genital Mutilation Awareness
- Fire Safety in Education
- First Aid Essentials
- Food Hygiene & Safety
- Harmful Sexual Behaviour
- Health & Safety in Education: Management Team
- Health & Safety in Education: Staff Awareness
- How to be an Effective Fire Warden or Fire Marshal
- Induction to Boarding
- Infection Prevention and Control in Education
- Looked After Children
- Managing Allegations of Abuse Against Staff
- Mental Wellbeing for Children and Young People
- Mindfulness in the Classroom
- Moving and Handling
- Online Safety
- Overcoming Loneliness in Children and Young People
- Parental Responsibility in School
- Preventing Bullying
- Raising Awareness of Asbestos
- Raising Awareness of Honour Based Abuse and Forced Marriage
- Raising Awareness of Legionella
- Raising Awareness of LGBT
- Raising Awareness of Peer-on-Peer Abuse
- Raising Awareness of Trafficking and Modern Slavery
- Reflective Safeguarding Practice for Schools
- Risk Assessment for School Trips
- Safeguarding Children with Special Educational Needs
- Safeguarding when Employing Tutors and Coaches
- Safeguarding Young People
- Safer Blended Learning
- Safer Recruitment in Education
- School Admissions
- School Attendance and Children Missing Education
- School Exclusions for Head Teachers and Governors
- School Exclusions for Independent Review Panels (IRPs)
- Search Screen and Confiscate for Schools
- Serious Youth Violence
- Sexual Violence and Harassment between Children & Young People
- Substance Misuse Risks
- Suicide Awareness and Prevention
- Supporting Staff Wellbeing in Schools
- Tackling Obesity
- The Prevent Duty
- The SEND Code of Practice
- Understanding Anaphylaxis
- Understanding Anxiety
- Understanding Asthma
- Understanding Diabetes
- Understanding Epilepsy
- Understanding Low Mood and Depression
- Understanding Self-harm
- Understanding the Role of the Safeguarding Lead
- Use of Reasonable Force in Schools
- Wellbeing for Children with EAL (English as an additional language)
- Working with Display Screen Equipment
- Young Carers

Prices on application with group saving options available

Commercial and Professional Development

Level 3 Award In Education And Training

Level 3 Award In Emergency First Aid At Work

Equality & Diversity

Paediatric First Aid

Fire Awareness

Manual Handling

Level 1 Award For Activators (Multi Skills)

Level 2 Certificate In Coaching (Sport And Physical Activity)

Level 1 Award In Assistant Coaching (Sport And Physical Activity)

Level 2 Award In Multi Skills Development

Level 3 Certificate In Supporting The Delivery Of Physical Education And School Sport

Level 2 Award in Mental Health Awareness/Mental Health First Aid

Mental Health Awareness (workshop)

Adult Mental Health First Aid

Youth Mental Health First Aid

Level 3 Certificate in Assessing Vocational Achievement

Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice

Level 4 Certificate in Education and Training

Level 5 Diploma in Education and Training

Functional Skills



Creative
Sport &
Leisure

Level 3 Award In Education And Training

This level 3 course is designed to give people the knowledge and confidence to teach in the post 16 education sector. Many employers are keen to recruit individuals that have achieved this qualification as it is well respected within the teaching profession. Studying on a teacher training qualification is engaging and rewarding and can lead to a whole range of fulfilling careers.

Who's it for?

This qualification is ideal for those:

- who are not in a teaching/training role, or who have just started a teaching /training role
- who want a short qualification to enable them to make career choices
- are delivering education and training in any learning environment

Course Content:

- Understand own role, responsibilities and relationships in education and training
- Understand inclusive approaches in education and training
- Understand assessment in education and training

What will it involve?

- You will study 3 modules through e-learning and online workshops with your dedicated tutor
- Completion of a e-portfolio
- Engagement in lesson observations
- Delivery of a micro-teaching session

How long will it take?

Average completion time is 12 weeks; however, we can tailor the sessions and duration around you. The course must be completed within 12 months and the total qualification time is 120 hours.

What will the course lead to?

After completing the course, it is possible to progress to the Level 4 Certificate in Education and Training.

Are there any entry requirements?

You must be aged 19+

Cost

£225+VAT per delegate

Equality & Diversity

This 3 hour workshop provides an understanding of Equality & Diversity, recognise the barriers that can prevent equality being realised. The workshop will be an interaction group-based session and learners will receive an attendance certificate on completion.

Course content:

- Define key terminology in the context of legislation
- Recognise benefits and barriers to equality
- Diversity, sensitive language and behaviour
- Identify unfair, inappropriate and illegal behaviour
- Individual differences
- Discriminatory practices
- Direct and indirect discrimination

Who is it for?

This course is ideal for new recruits as an introduction to the subject, or as a refresher for existing employees and learners.

Cost

£50+VAT per delegate

Creative Sport & Leisure also deliver bespoke training to suit the needs of your organisation, please get in touch via email on info@creativesportleisure.co.uk or call 01268 552218 so they can discuss creating a programme specific for your organisation.

Level 3 Award in Emergency First Aid at Work

First aid is the initial emergency assistance or treatment given to a casualty for any injury or sudden illness before the arrival of an ambulance, doctor or other qualified personnel.

This course covers the knowledge, understanding and skills that you will need to be able to apply emergency first aid that meets Health and Safety Executive (HSE) requirements.

Learning outcomes:

- Understand the roles and responsibilities of an emergency first aider
- Be able to assess an incident
- Be able to manage an unresponsive casualty who is breathing normally
- Be able to manage an unresponsive casualty who is not breathing normally
- Be able to recognise and assist a casualty who is choking
- Be able to manage a casualty with external bleeding
- Be able to manage a casualty who is in shock
- Be able to manage a casualty with a minor injury

Who is it for?

This course is ideal for smaller/lower risk workplaces that present few health and safety risks where a nominated person is required to take charge in the event of illness or accident.

Cost

£90+VAT per delegate



An open book with dense text, likely a Bible or a study text, is being held by the woman on the left. The text is too small to read clearly but appears to be organized in columns.

A notebook with lined pages is open on the table, with a pen resting on it. The woman on the right is actively writing in the notebook.



PRAYER

(Ps 10:14) The prayer ends with the psalmist bowing to God's **emits and wisdom in all matters yet still fiercely calling out for justice on the earth.** This is the wrestling match of kingdom-centered prayer. The Psalter, then, affirms both the communion-seeking and kingdom-seeking kinds of prayer.

Besides looking at the actual prayers of the Bible, we should consider also the Scripture's theology of prayer—the reasons in God and in our created nature that human beings are able to pray. We are told that Jesus Christ stands as our mediator so that we, though undeserving in ourselves, can boldly approach God's throne and cry out for our needs to be met (Heb 4:14–16; 7:25). We are also told that God himself dwells within us through the Spirit (Rom 8:9–11) and help to pray (Rom 8:26–27) so that even now by faith we may gaze and contemplate the glory of Christ (2 Cor 3:17–18). Thus the Bible us theological support for both communion-centered and kingdom-centered prayer.

A little reflection will show us that these two kinds of prayer are neither opposites nor even discrete categories. Adoring God through with supplication. **To praise God is to pray: "hallowed name" (to ask him to show the world his glory so that all would honor him as God. Yet just as adoration contains supplication, so God's kingdom must include prayer to know God himself.** The minister Shorter Catechism tells us that our purpose is to "glorify and enjoy him forever." In this famous sentence we see reflected kingdom prayer and communion prayer. Those two things—**glorifying God and enjoying God**—do not always coincide in this life, but

Paediatric First Aid

Our Paediatric First Aid 2 day course is primarily designed for those who are responsible for children under the age of 8. The training lasts 2 days and meets Ofsted requirements by complying with the mandatory Statutory Framework for the Early Years Foundation Stage (EYFS).

Course content:

- Understanding the role of a First Aider
- The need for reporting accidents
- Caring for an unconscious casualty
- Performing CPR
- Blood loss and shock
- Burns and scalds
- Disorders of the airway
- Poisoning
- Bone injuries
- Major medical conditions (including the administration of aspirin and epinephrine)
- Theory & Practical Elements Included.

Who is it for?

This is for all staff working with young children.

Cost

£200+VAT per delegate

Fire Awareness

The 3 hour, in-house Fire awareness workshop gives delegates an understanding of their role in the prevention of fire in the workplace. The training is designed to ensure that delegates understand the risks that occur in the workplace, while giving them the confidence knowing what is expected of them.

Course content:

- Introduction to fire safety
- Fire safety legislation
- Role of the fire marshal
- Causes of fire
- Spread of fire
- Arson
- Fire detection and warning
- Means of escape
- Firefighting equipment

Who is it for?

This is recommended for all staff and members of staff that would like to be nominated for the role of Fire Marshal.

Cost

£50+VAT per delegate

Creative Sport & Leisure also deliver bespoke training to suit the needs of your organisation, please get in touch via email on info@creativesportleisure.co.uk or call 01268 552218 so they can discuss creating a programme specific for your organisation.

Manual Handling

Manual Handling of Inanimate Objects ensures that delegates hold an understanding of safe techniques to use as a last resort when lifting and moving and storing objects of varying size and weight, to avoid any injury to themselves or others. The 2 hour workshop, is designed for those who undertake manual handling activities in their working role and it can be customised so that delegates can experience handling objects which they would encounter in their workplace.

Course content:

- Course introduction
- Manual handling as a last resort
- Why correct technique is important
- Manual handling hazards and risks
- Preventing injury from manual handling
- Remaining compliant
- Importance of risk assessment
- Applying risk assessment to manual handling

Who is it for?

This is for all staff that do any lifting as part of their role in the workplace

Cost

£30+VAT per delegate

Level 1 Award For Activators (Multi Skills)

This course will enable you to support multi skills activities within a school/club setting and gain an understanding on how to facilitate a multi-skills activity and the fundamental movements of child development.

This course will also give you an overview on how you may need to adapt to suit certain audiences when supporting a multi skills activity.

Course content:

- Understand the roles and responsibilities of an activator
- Gain an understanding on how to organise and facilitate a session
- Gain an understanding on how to facilitate activities that underpin fundamental movement and sport skills
- Gain an understanding on how to adapt multi-skills activities for difference audiences

Who is it for?

This qualification is ideal for those wishing to become a support coach and Activator in Multi-Skills.

Such individuals may be:

- Those aged 14 years and above
- Individuals involved in volunteering in their community

What will it involve?

One day of online delivery with your dedicated tutor.

Completion of a portfolio.

Cost

£90+VAT per delegate

Creative Sport & Leisure also deliver bespoke training to suit the needs of your organisation, please get in touch via email on info@creativesportleisure.co.uk or call 01268 552218 so they can discuss creating a programme specific for your organisation.

Level 2 Certificate In Coaching (Sport And Physical Activity)

This qualification focuses on the skills and competences required to be able to plan, deliver and review a series of linked and progressive sport and physical activity coaching sessions, either working independently (if over 18) or as part of a coaching team.

Course content:

- The Role and Responsibilities of the Coach
- Duty of Care
- Rule and Regulations
- Nutrition and Hydration
- Coaching Styles and Participant Development
- Inclusive Coaching Practice
- Safe Coaching Practice
- Plan a series of Linked and Progressive Coaching Sessions
- Practical Demonstration
- Review a series of Coaching Sessions

Who is it for?

You must be 16 years of age to be able to register for this course and have a keen interest in developing your skills to become a sports coach.

What will it involve?

- Six online workshops with your dedicated tutor
- 2 face to face practical assessment days
- Completion of a portfolio

Cost

£195+VAT per delegate

Level 1 Award In Assistant Coaching (Sport And Physical Activity)

This 2 day course is designed to provide benefit to you through an introduction to the practical and theoretical aspects of coaching sport. The foundation level knowledge and skills will enable you to develop an understanding of the safe, ethical and effective management of coaching participants of all ages.

Course content:

- Gain an understanding of the Role of a Coaching Assistant
- Gain an understanding of the Coaching assistant in practice
- Gain an understand of the technical coaching requirements for sport and physical activity

Who is it for?

This qualification is ideal for those wishing to become a sports coach.

Those aged 14 years and above.

Cost

£190+VAT per delegate

Creative Sport & Leisure also deliver bespoke training to suit the needs of your organisation, please get in touch via email on info@creativesportleisure.co.uk or call 01268 552218 so they can discuss creating a programme specific for your organisation.

Level 2 Award In Multi Skills Development

This qualification is designed as an introduction to independent coaching skills for learners whom wish to prepare themselves for further learning or training relating to coaching sport. This course will help you to plan and prepare for a multi sports session and review your own coaching performance. This is a 3 day course face to face course (This course can also be delivered on-line call number 01268 552218 for details).

Course content:

- Understand how to support child development through multi-skills
- Developing fundamental movement skills through multi-skills coaching
- Developing fundamental sport skills through multi-skills coaching

Who is it for?

You must be 17 years of age and hold or registered working towards a level 2 coaching qualification to be able to register for this course.

Cost

£300+VAT per delegate

Level 3 Certificate In Supporting The Delivery Of Physical Education And School Sport

Developed with the Association for Physical Education (afPE) this qualification prepares learners for employment in a school sport setting through providing an introduction to working as a physical education and school sport professional including teaching assistant, higher level teaching assistant, sports coach and sports development officer.

The qualification is perfect for those who already work, or aspire to work, in a physical education and school sport setting as it provides them with a greater understanding of programmes of study for physical education, the national curriculum and the environment in which they will be operating. As such this qualification is widely recognised by employers within physical education, school sport and community sport settings.

Course Content:

- Understand child and young person development
- Support assessment for learning
- Plan a physical education and school sport programme
- Deliver a physical education and school sport programme
- Review the delivery of a physical education and school sport programme
- Schools as organisations

Who it is for?

The qualification is perfect for those who already work, or aspire to work, in a physical education and school sport setting.

What will be involved?

- 2 observations in the workplace by the course tutor
- 8 online workshops with your dedicated tutor
- Completion of a portfolio

Cost

£1200 +VAT per delegate

Creative Sport & Leisure also deliver bespoke training to suit the needs of your organisation, please get in touch via email on info@creativesportleisure.co.uk or call 01268 552218 so they can discuss creating a programme specific for your organisation.

Level 2 Award in Mental Health Awareness/Mental Health First Aid

Creative Sport & Leisure have chosen B MINDFUL as their mental health and wellbeing provider to deliver the Mental Health Awareness/Mental Health First Aid programme.

Develop your workforce/teams understanding of mental health and common mental health disorders and issues.

This level 2 qualification will enable your workforce to apply their knowledge of mental health through recognising and responding to the signs of mental poor mental health in themselves and others and be able to offer first aid support to those who are experiencing poor mental health.

Course content:

- Defining Mental Health
- Recognising signs and symptoms and how to respond appropriately
- Mental Health continuum
- Stigma and Discrimination
- Role of the Media
- Statistics
- Duty of Care
- Treatment, Intervention, Support and Advice

Awarding body

Active IQ (further available progression roots and links with national occupational standards)

Assessment

Learner achievement portfolio, worksheets, group tasks

Duration

2 full days delivery plus reading/self reflection

Cost

£161+VAT per delegate

Mental Health Awareness (workshop)

Creative Sport & Leisure have chosen B MINDFUL as their mental health and wellbeing provider to deliver the Mental Health Awareness workshop.

Everyone in the workplace regardless of role or responsibility should be 'mental health' aware.

This is an excellent introduction to what mental health is, challenging stigma, developing a basic understanding of mental health issues, looking after your own mental health and developing confidence to support someone who is struggling with theirs.

Note: It is recommended that ALL members of staff regardless of role or responsibility should undertake this workshop at a minimum to equip your team with the basic knowledge to looking after their own mental health and supporting others who may be experiencing poor mental health.

Awarded by

CSL group professional development

Assessment

personal reflection worksheet

Duration

3 hour workshop

Cost

£50pp (inc VAT)

Adult Mental Health First Aid

Creative Sport & Leisure have chosen B MINDFUL as their mental health and wellbeing provider to deliver the Adult Mental Health First Aid.

This two day course qualifies you as a Adult Mental Health First aider and enables you to develop an in depth understanding of mental health and wellbeing. It will help you spot the triggers, signs and symptoms of specific mental health issues and it will provide you with the confidence to act appropriately and to support individuals who may be in distress.

At the end of this two day course you will have developed your knowledge and understanding of non judgemental listening and help someone recover their health by guiding them to the relevant support networks such as NHS, employer, self help or a mix of all.

This course will also provide you with the tools to look after your own mental health.

The 2 days is made up of 4 sessions and covers the following;

Session 1

- An introduction to mental health
- Stigmas and discrimination
- Depression

Session 2

- Substance misuse
- Suicide
- Self care and wellbeing
- MH First aid action planning

Session 3

- Anxiety and traumatic life events
- Self harming and eating disorders
- Personality disorders
- Treatments and MH First aid action planning

Session 4

- Psychosis, Schizophrenia, Bipolar disorder
- Crisis first aid
- Treatment, recovery and action planning

Awarding Body

Mental Health First Aid England

Assessment

Completion of Workbook, Group work, Action Planning

Duration

2 days

Cost

£275 + VAT per delegate

Youth Mental Health First Aid

Creative Sport & Leisure have chosen B MINDFUL as their mental health and wellbeing provider to deliver the Youth Mental Health First Aid.

This two day course qualifies you as a youth Mental Health First Aider and enables you to develop an in depth understanding of young people's mental health and wellbeing. It will help you spot the triggers, signs and symptoms of specific mental health issues and it will provide you with the confidence to act appropriately to support individuals who may be in distress.

At the end of this two day course you will have developed your knowledge and understanding of non judgemental listening and help a young person recover their health by guiding them to the applicable support networks such as NHS, employer, self help or a mix of all. And be able to support a young person with a long term mental health issue or disability thrive within their setting.

This course will also provide you with the tools to look after your own mental health.

The 2 days is made up of 4 sessions and covers the following;

Session 1

- What is Mental Health? and Why Mental Health First Aid?
- Impact of Mental Health issues
- Stigma and discrimination
- Depression

Session 2

- Suicide/Suicidal crisis
- Drugs and Alcohol and mental health
- Non judgemental listening
- First aid and treatment for depression
- Looking after yourself

Session 3

- Anxiety
- First Aid after a crisis
- Alcohol, Drugs and anxiety disorders
- Cognitive distortions and CBT
- Personality disorders, Eating Disorders and Self Harming

Session 4

- Psychosis, risk factors and alcohol and drugs and psychosis
- Schizophrenia, Bi-polar
- Crisis first Aid for Psychosis
- Treatment, Resources and Recovery
- Action planning for using Mental Health First Aid

Awarding body

Mental Health First Aid England

Assessment

Completion of Workbook, Group work, Action Planning

Duration

2 days

Cost

£275 + VAT per delegate



B MINDFUL also deliver bespoke training to suit the needs of your setting, please get in touch via email on info@mindful-b.co.uk or call 01268552218 so they can discuss creating a programme that works for your business, educational setting or community group.

Level 3 Certificate in Assessing Vocational Achievement

This qualification is intended for those who assess vocational skills, knowledge and understanding in environments other than the work environment (for example a workshop, classroom or other training environment) and occupational competence in an individual's work environment. It is designed to provide learners with the understanding, knowledge and skills needed to assess both vocational and work based competency qualifications in their chosen area of expertise.

What will it involve?

You will study 3 units both face to face and remotely. Our experienced tutors will guide and support you throughout. The course will include: The successful completion of 3 mandatory units:

Unit 1 - Understanding the Principles and Practices of Assessment

Unit 2 - Assess Vocational Skills, Knowledge and Understanding

Unit 3 - Assess Occupational Competence in the Work Environment

This will include assessments and a portfolio of evidence

How long will it take?

Because we use a blended learning model for our delivery, we can tailor the sessions around you. However the total qualification time is 150 hours.

What will the course lead to?

The qualification is designed to equip learners for employment; however, learners can also progress onto the following qualifications:

- Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice

- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice

Learners will be able to progress to the following job roles:

- Assessor in the vocational education sector.
- Assessor in the work based education sector.

Are there any minimum entry requirements?

Learners must be aged 19+ and have occupational and technical competence in the area they wish to assess.

Cost

£400+VAT



Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice

This qualification is intended for those who maintain the quality of assessment from within an organisation or assessment centre. The objective of this qualification is to assess the performance of a learning and development practitioner with responsibility for the internal quality assurance of assessment.

What will it in involve?

This qualification comprises of 2 mandatory units:

Unit 1 - Understanding the principles and practices of internally assuring the quality of assessment

Unit 2 - Internally Assure the qualification

Successful achievement of the both units must be achieved for the full qualification.

This will include completion of an assignment and a portfolio of evidence

How long will it take?

Because we use a blended learning model for our delivery, we can tailor the sessions around you. However, the total qualification time is 120 hours.

What will the course lead to?

This qualification provides progression onto:

- Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice

Are there any minimum entry requirements?

- Learners must hold one of the following qualifications or their recognised equivalent:
- the Level 3 Award in Assessing Competence in the Work Environment

- Active IQ Level 3 Award in Understanding the Principles and Practices of Assessment
- the Level 3 Certificate in Assessing Vocational Achievement
- A1 Assess candidate performance using a range of methods
- D32 Assess candidate performance and D33 Assess candidate using differing sources of evidence

Learners must also:

- show current evidence of Continuing Professional Development in assessment and quality assurance
- have up-to-date working knowledge and experience of best practice in assessment and quality assurance

Cost

£900+VAT



Level 4 Certificate in Education and Training

The level 4 course is designed to provide learners with the understanding, knowledge and skills needed to plan, deliver, assess and evaluate education in a specialist area as a tutor, teacher or trainer.

Who's it for?

Learners aged 19+.

- Individuals who would like to pursue a career in teaching and training.
- Individuals who are employed and working in teaching and training (including those who have just started working in this area) and can meet the practice requirements – including the observed and assessed practice requirements – of the qualification.
- Individuals who are not currently employed in teaching and training, but who can meet the practice requirements – including the observed and assessed practice requirements – of the qualification.
- Individuals currently working as assessors who wish to achieve a teaching qualification.
- Individuals delivering work-based training within voluntary, community, private or public organisations.
- Individuals who need a teaching qualification to confirm occupational competence for their role as a teacher, trainer or tutor within an FE college, training provider or adult and community learning centre.

What will it involve?

You will study the following both face to face and remotely.

- During the qualification learners will cover the following:
- Understand the roles, responsibilities and relationships in education and training
- Plan inclusive learning programmes to meet the needs of learners in education and training
- Deliver education and training
- Assess learners in education and training
- Use resources for education and training
- Teach in a specialist area

Our experienced tutors will guide and support you throughout. The course will include:

- Coursework/Project
- Portfolio of Evidence
- Practical Demonstration/Assignment

How long will it take?

Because we use a blended learning model for our delivery, we can tailor the sessions around you. However, the course must be completed within 12 months and the total qualification time is 360 hours.

What will the course lead to?

The qualification is designed to offer entry to employment; however, learners can also progress onto the following.

Qualifications:

- Level 5 Diploma in Education and Training
- Level 5 Diploma in Education and Training (including Teaching English: ESOL)
- Level 5 Diploma in Education and Training (including Teaching English: Literacy)
- Level 5 Diploma in Education and Training (including Teaching English: Literacy and ESOL)
- Level 5 Diploma in Education and Training (including Teaching Mathematics: Numeracy)
- Level 5 Diploma in Education and Training (including Teaching Disabled Learners)
- Level 5 Diploma in Teaching English: Literacy
- Level 5 Diploma in Teaching English: Literacy and ESOL
- Level 5 Diploma in Teaching English: ESOL
- Level 5 Diploma in Teaching Mathematics: Numeracy
- Level 5 Diploma in Teaching Disabled Learners

Are there any minimum entry requirements?

Learners must hold a Level 2 qualification in English, mathematics and ICT.

Cost

£650+VAT

Payment options on request



Level 5 Diploma in Education and Training

The level 5 qualification provides training for those individuals who aspire to, or hold, a teaching role with an extensive range of teaching or training responsibilities, including those in more than one context. It is the recognised full teaching qualification for the sector. You must have a minimum of 100 hours of teaching practice.

Who's it for?

This qualification is suitable for individuals who:

- want the opportunity to explore underpinning theories, frameworks and research into effective teaching and learning alongside developing practical teaching skills
- are currently teaching and want to have their experience and practice accredited
- are not currently teaching but can meet the minimum teaching practice requirement of 100 hours
- are able to undertake a large qualification, lasting one to two years
- have the potential to study at this level, which has the same level of demand as that of a degree course
- want a wide choice of optional units to reflect the context in which they teach
- want a qualification recognised as equivalent to the Certificate of Education qualifications
- are willing to undertake an initial assessment of their skills in English, mathematics and ICT, record their development needs and follow an action plan to address them where necessary
- can evidence Level 3 skills in English or Mathematics if they are taking any of the specialist units in teaching English (literacy and/or ESOL) or mathematics (numeracy)
- Please note that if this qualification may also be called a PGCE or a Cert Ed if awarded by a university

What will it in involve?

You will study the following both face to face and remotely.

The Level 5 Diploma in Education and Training is a teaching qualification which extends into investigation and research into current practice, theories and models relating to education and training. Throughout the programme, candidates will demonstrate their ability to transfer the findings of their research into their own practice. The qualification covers the knowledge and skills required by teachers/trainers in the further education and skills sector, such as:

- Teaching, learning and assessment in education and training
- Developing teaching learning and assessment in education and training
- Theories, principles and models of education and training
- Wider professional practice and development in education and training

Our experienced tutors will guide and support you throughout. The course will include:

- Assignments
- 100 hours of practice in a teaching and learning environment
- Observations and assessed practice (minimum of 8) which must meet the required standard of practice
- Portfolio of teaching practice

How long will it take?

Because we use a blended learning model for our delivery, we can tailor the sessions around you. However the total qualification time is 1200 hours.

What will the course lead to?

The qualification allows candidates to progress into employment as teachers/trainers or to the following qualifications:

Level 5 Diplomas in specialist teaching

Are there any minimum entry requirements?

Candidates should be qualified/ experienced in the subject they intend to teach, have access to 100 teaching practice hours and possess reasonable levels of language, literacy and numeracy.

Cost

£1600+VAT

Payment options on request



Functional Skills

Functional skills play an important part in everyday life, from household budgeting to helping your children with their homework, so learning the right skills is essential.

We offer Functional Skills maths and English courses from Entry Level to Level 2, at times to suit you.

Completing a Functional Skills course could help you to gain a nationally recognised qualification, improve your job prospects or just help boost your confidence. Many employers are keen to recruit individuals that have achieved this qualification as it is well respected within the teaching profession. Studying on a teacher training qualification is engaging and rewarding and can lead to a whole range of fulfilling careers.

Who's it for?

- those who want to improve their English and maths skills
- those who would like to study for a nationally recognised qualification
- or if you just want to improve or refresh your skills.

What will it involve?

Our Functional Skills courses can help you develop the practical skills in English and maths that you need to live, study and work. You'll learn to apply English and maths skills in real-life situations through reading, writing and speaking and listening tasks.

You will study both face to face and remotely.

In your introductory session, you will be required to complete a short initial assessment to ensure we enrol you on the correct level course. During your studies we will work with you to support you to either refresh your English and maths skills, or to achieve a Functional Skills qualification.

If you want to gain a qualification, then there are exams and assessments to complete. However, we also deliver short refresher courses which are non-examinable, but these are non-accredited so won't give you a recognised qualification, but you might like to try before committing to an accredited course.

Our experienced tutors will guide and support you throughout. The course will include:

Your course will consist of tutorials and blended learning activities which involve independent study using online software and completing tasks set by your tutor.

English

- Read and understand texts in detail
- Use language, format and structure suitable for purpose and audience
- Use correct grammar and spelling, including correct and consistent use of tense
- Punctuate written text using commas, apostrophes and inverted commas
- Write a range of texts to communicate information, ideas and opinions using formats and styles suitable for their purpose and audience

- Identify language techniques and how they are used to convey meaning
- Take part in a group discussion using appropriate language in formal settings/exchanges

Maths

- Add, subtract, multiply and divide whole numbers using a range of strategies
- Understand and use equivalences between common fractions, decimals and percentages
- Solve problems requiring calculation, with common measures, including money, time, length, weight, capacity and temperature
- Convert units of measure in the same system
- Extract and interpret information from tables, diagrams, charts, graphs
- Collect and record discrete data and organise and represent information in different ways
- Find area, perimeter and volume of common shapes
- Use probability to assess the likelihood of an outcome

How long will it take?

Refresher courses – 4 hours

Accredited courses – 45 hours

What will the course lead to?

After completing the course, you could take GCSE qualifications in English and maths or go on to study other qualifications.

Are there any minimum entry requirements?

There are no entry requirements just the motivation to improve your skills

Cost

£price on request



Phone

01268 552218 (Head Office)

Email

info@creativesportleisure.co.uk

Visit

www.creativesportleisure.co.uk

 [@CSL_Limited](https://twitter.com/CSL_Limited)

 [creativesportandleisure](https://www.facebook.com/creativesportandleisure)

 [Creative Sport & Leisure](https://www.instagram.com/Creative_Sport_Leisure)