

# ASQ

associated sports  
qualifications

## ASQ Award in Coaching Golf (Activities Coach) Qualification Specification



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## About Us

Associated Sports Qualifications (ASQ) is an Ofqual, Qualification Wales, CEEA and Scottish Qualifications Authority (SQA) approved awarding organisation providing a qualification awarding service to National Governing Bodies of sport or recognised Lead Bodies within the sport and leisure industry. We are based on the site of The Belfry Hotel, near Sutton Coldfield, at the home of the Professional Golfers' Association National Training Academy.

An Independent Limited Liability Partnership, ASQ provides a high-quality awarding service for qualifications within the sport and leisure industry working with key industry partners. Our current member partners are [The Professional Golfers' Association](#) (The PGA).

Approved by the above regulators we are committed to ensuring high standard, cost effective quality assurance on behalf of our partners, customers and learners.

### ASQ's Vision:

A highly qualified Sports & Leisure Workforce able to meet the needs of its customers and participants.

### ASQ's Mission:

To provide Governing Bodies (GB) for sport, Lead Bodies (LB) for sport and sport-related networks and organisations with qualifications and awards which are relevant and fit for purpose through a quality assured and cost-effective awarding service.

We aim to provide a service to sport 'National Governing Bodies' or sport 'Lead Bodies' and sport related networks and organisations that have:

- A strong desire to influence the content and quality of qualifications within their own sport to ensure that they are fit for purpose.
- A desire and capability to provide the necessary expertise to facilitate the development, implementation, and ongoing monitoring of the qualifications.
- The capacity to deliver and assess the qualifications to the required ASQ and regulatory standards.

**This qualification is regulated by The Scottish Qualifications Authority.**

**Qualification accreditation number R818/04**

**Version: 1.0 October 2023**

## ASQ Award in Golf Coaching (Activities Coach) qualification

This qualification, ASQ Award in Golf Coaching (Activities Coach) is an occupational related qualification which focuses on those working/wishing to predominantly work in a coaching capacity within golf. The qualification provides learners with an opportunity to study and be assessed in both the practical and theoretical aspects of coaching golf to groups of beginner golfers.

An Activities Coach can deliver autonomously and is responsible for using pre-planned activities to support their session preparation, delivery of coaching activities and session evaluation. They may be involved in delivering a programme of coaching, coordinated by the Golf Professional at their club.

The role may also involve operating in a school, club or community environment with experience and further support from their PGA Professional.

As a result of successfully attaining the qualification, candidates will have sufficient basic factual knowledge and understanding of the technical models appropriate to coaching predominantly beginner golfers. They will understand the role of the activities coach and will have developed the skills to deliver pre-determined sessions, of a limited scope, helping participants who are new to the game to experience golf and some of the core skills that they will need to master to be able to participate in the game.

The qualification has been developed in partnership with The Professional Golfers' Association (PGA), Sports structures and ASQ. The qualification has been based on the sports coach NOS and some CIMPSA coach standards.

Title	ASQ Award in Golf Coaching (Activities Coach)
Qualification Overview	This qualification, ASQ Award in Coaching Golf (Activities Coach) focuses on those working/wishing to predominantly work in a coaching capacity employed as a 'Trainee' to support the PGA Professional. The role of the Activities Coach is to introduce the game of golf predominantly to beginners.
Prerequisites	Learners must be at least 16 years of age on registration for the qualification. Have a commitment to attend the practical assessment day. Approved Delivery Centres to ensure all candidates meet entry criteria.

Qualification regulation/accreditation number	R818/04
Qualification regulation/accreditation code	N/A
Guided Learning Hours	20
TQT	52
Credit value (if applicable)	N/A
Operational start date	December 2023
Review date	December 2026
Learner registration period	It is expected that learners will complete all aspects of the assessment for the qualification and apply for certification within the 2-year registration period. Learners who are unable to complete their assessment within this period may apply, with good reason and via their approved delivery centre to extend their registration for a period of 6 months. The agreement will be subject to approval by the PGA and based on individual circumstances A fee may be charged for this extension (see approved Centre Handbook for current fees)-
Qualification objective	To provide learners with skills and knowledge to deliver basic golf coaching sessions.
Qualification purpose	The qualification is designed to give learners the knowledge and skills to assist the delivery of golf coaching sessions with a focus on beginner golfers.
Registration remit	This qualification specification is for learner registrations within Scotland. A separate qualification specification exists for registrations in England, NI and Wales.
RPL	Due to the holistic delivery requirement of this qualification RPL may be available for some assessment criteria based on CIMPSA standards with the exception of the coaching in golf practical assessment.

**Qualification Progression** The skills and knowledge developed may also be used to enable learners to progress to the ASQ Certificate in coaching golf.

**Grading Methods** This qualification will be graded Pass / Fail.

### Assessment Methods

The assessment methods used in this qualification are: - Short answer assessment (various question types such as MCQ, drop down selection and true and false answers) and a practical demonstration with knowledge check questions where competency has not been observed. Mandatory assessment forms to be completed include risk assessment, self-evaluation form and coaching session plan (see assessment strategy for further details).

## Qualification Structure

Learners must successfully complete all mandatory units to achieve this qualification.

### Mandatory units

Unit 1 Title	The Role of the Activities Coach
Unit Aim	To understand the role and responsibilities of the Activities Coach.
Unit Assessment methods	Module online short quiz and practical simulation

Unit 2 Title	Create and Maintain Safe Environments
Unit Aim	Recognise the responsibility of the activities coach in creating and maintaining a safe golf coaching environment.
Unit Assessment methods	Module online short quiz and practical simulation

Unit 3 Title	Understanding Your Participants
Unit Aim	Identifying the needs of golf participants to develop their coaching experience
Unit Assessment methods	Module online short quiz and practical simulation

Unit 4 Title	Facilitating Learning in Golf
Unit Aim	Identify key factors that can influence your coaching session
Unit Assessment methods	Module online short quiz and practical simulation

Unit 5 Title	The Coaching Process
Unit Aim	Allow learners to demonstrate their design, delivery and evaluation of an effective coaching session
Unit Assessment methods	Questioning, discussion, and practical simulation

### Optional Units

This qualification is delivered holistically, there are no optional units.

### Limits of responsibility

Approved Delivery Centres must ensure that candidates understand that they may need additional training, qualifications and support if coaching in specific sporting environments such as schools and communities or circumstances that challenge the experience of the candidate, for example when working with players with a disability.

## Guidance for candidates with particular needs – reasonable adjustments

ASQ endeavours to ensure that the assessment requirements and methods used within its qualifications are sufficiently flexible to enable the widest range of learners to achieve the qualification fairly and reliably. Learners who have a specific learning need should be referred to the *Guidance for Candidates with Particular Assessment Needs- ASQ Reasonable adjustment policy*.

ASQ ensures that any specific arrangements made by *Centres* to accommodate learners' needs are valid and reliable and fair to other learners and meet the assessment requirements of the qualification. *Centres* need to ensure that learners are not given an unfair advantage or that other learners are disadvantaged by any adjustment to assessments to accommodate learners' specific needs.

*Centres* should refer to their '*ASQ Approved Centre Handbook*', which contains the processes that centres should refer to when delivering the ASQ Coaching in Golf qualifications.

NB. If a candidate fails to disclose a particular need prior to undertaking the assessment modules of the qualification that subsequently is shown to have directly contributed to their failure to achieve required competencies the candidate will be eligible for two further assessment attempts to achieve the required standard.

## Certification

When learners have successfully achieved all the elements of the qualification and all evidence has been checked and quality assured, Approved Delivery *Centres* can contact ASQ for certification submitting the form H15 Certificate request form (or equivalent) where direct claims status exist.

External verification of assessment will be conducted by ASQ to ensure claims for certificate are valid.

## Additional Qualification requirements.

The recognised centre is required to have one or more delivery sites with facilities to support the programme of training as stated below.

Theory sessions	Practical sessions
Conference room and break out rooms appropriate to the size of group	Putting Green
Flip Chart, Pens, Post-its	Practice Bunker
Projector	Practice Ground ( i.e. Driving Range)
All delivery sites must include the following: Car parking and toilets	Chipping Green
	Selection of clubs (left and right-handed)
	Sufficient supply of balls

**In exceptional circumstances** (for example, geographical location, extreme weather conditions or where there are accessibility issues), a Centre may apply to the ASQ to support the delivery of the qualification using adaptive equipment (e.g Tri-golf, or SNAG including plastic clubs and soft balls).

## Workforce requirements.

### Recommended ratio for the face-to-face tutor day

Max 1 tutor : 8 candidates
Minimum 1 tutor: 3 candidates
For 9+ learners it is recommended to have two tutors present to aid facilitation.
Virtual learning classrooms:

Providing coaching to golfers, at whatever level, is a responsible role. There are high expectations in relation to coach and player conduct, and that behaviour must be understood and supported by every learner (trainee coach) undertaking this qualification.

The qualification is designed to be delivered holistically via a mix of face-to-face training, virtual classroom and development tasks and can be complemented by structured online learning. The ASQ Award in Coaching Golf (Activities Coach) includes appropriate emphasis on the practical aspects of the coaching role combined with the theoretical knowledge and understanding of coaching and the sport.

The learning programme for this qualification should include the following key aspects:

- **Initial assessment** – of the learner, to recognise any prior learning / experience relevant to the qualification; and, to identify any learning support needs.
- **Induction** – to ensure learners understand the requirements of the qualification, how the qualification will be managed by the centre and what the expectations and aspirations are of them.
- **Training opportunities** – face-to-face, virtual classroom and online training opportunities delivered by appropriately skilled and qualified tutors.
- **Practice opportunities** – where learners can put into practice aspects of the training either in a simulated / peer environment or within a ‘real’ coaching situation. These opportunities may include informal / formative assessment opportunities to assist the learners’ development.
- **Learner development opportunities** – support and guidance from centres to assist learners in their development of the appropriate knowledge and understanding for the qualification.
- **Assessment opportunities** – formal opportunities for learners to evidence the requirements of the qualification.

## Summary

Attainment of the qualification is through:

Completion of all the outcomes and assessment criteria in the qualification and assessment strategy to include.

- The assessment of one 15-minute practical coaching session assessment.
- The production of a recorded evaluation of the observed session
- Completed session plan and risk assessment for the coaching session.
- The achievement of 80% or more for each online short answer assessments (various question types such as MCQ, drop down selection and true and false answers)

Although this learning programme consists of eLearning, virtual learning classrooms and simulated sessions there is no set mandatory approach to delivering the learning programme within the qualification; ASQ does not insist that centres deliver learner programmes in a certain way however it can offer guidance on good practice. ASQ approved centres can design learning programmes to meet the needs of learners balanced with the requirements of the qualification providing the resource content is submitted to ASQ for approval prior to use to ensure it meets ASQ criteria and that of its regulators.