



TRANSCEND
AWARDS

Transcend Level 2 Certificate in Gym Instructing

Qualification Unit Specification

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CIMSPA
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Professional
Standards

Qualification Unit Specification

Welcome to the **Transcend Level 2 Certificate in Gym Instructing Unit Specification**. Transcend is an Ofqual recognised awarding organisation this is a qualification that sits on the Ofqual register of regulated qualifications. This must be read and complied with conjunction with the *Transcend Centre Recognition Conditions*, the *Qualification Specification* and *Assessment Guidance*.

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Unit 1						
Unit title:		Duties of a gym instructor			Unit Level	2
Unit aim:		The aim of this unit is to develop learners understanding of the duties required of a Gym Instructor.				
Learning outcomes		Assessment criteria		Delivery content and assessment attainment indicators	PSGI	Assessment [ES+PS ¹]
LO1	Understand the responsibilities associated with professional practice	AC1.1	Review own engagement with national guidelines, legislation and organisational procedures relevant to own role	Consideration of current national guidelines and legislation Consideration of organisational procedures relevant to own role Embracing data protection, client confidentiality and conflict of interest Embracing Health and safety at work, risk assessment and accident reporting Embracing Safeguarding children and vulnerable adults, (DBS) Embracing Equality, diversity, differentiation, and inclusion Ensuring personal liability insurance	K8.2	PS: Task A: Profiling ES: Task C: PPR
		AC1.1	Review personal conduct and ability to portray a professional image	Embracing industry codes of professional conduct and ethics related to own role Embracing roles and responsibilities of self and others involved ² Embracing behaviours aligned to codes of conduct	K8.1	PS: Task A: Profiling ES: Task C: PPR
		AC1.3	Review own engagement with professional boundaries considering the importance	Consideration of working within own boundaries of professional knowledge Consideration of working within scope of competence-based qualifications Consideration of working within own experience and purpose of the role Engagement in self-reflection and evaluation to support personal development Engagement in relevant legislation, policy and guidelines relating to CPD	K8.3	PS: Task A: Profiling ES: Task C: PPR
		AC1.4	Review own engagement in professional development and create a plan to ensure up to date knowledge and skills	Consideration of sources of relevant industry recognised CPD Consideration of Industry trends – maintaining understanding Engagement in regular relevant CPD activities Engagement in the importance and impact of currency of knowledge and skills	K8.3	ES+PS Task C2: PDP
		AC1.5	Review own engagement with organisational products and wider business practice	Consideration of financial planning ³ Consideration of the organisation's product offer + support on secondary spends Consideration of the importance of digital media and development of digital plans Consideration of digital and social media profiles, development plans and impact	K8.4	PS: Task A: Profiling ES: Task C: Performance

¹ ES: Employer strategy PS: Provider Strategy

² Including the client, staff and other professionals

³ Profit and loss, tax, national insurance, liability insurance and music license fees

LO2	Understand the responsibilities associated with safe practice and routine maintenance	AC2.1	Review own engagement in safe systems of working	Consideration of SOPs for routine maintenance and cleaning Consideration of required adherence to manufacturer's guidelines Consideration of control of substances hazardous to health [COSHH] Consideration of manual handling techniques Consideration of electrical safety and security Consideration of safe storage of equipment	K2.3	PS: Task A: Profiling ES: Task C1: PPR
		AC2.2	Review own engagement with personal safety protocol	Consideration of personal protective equipment Consideration of risk assessments Consideration of emergency action plans	K2.4	PS: Task A: Profiling ES: Task C1: PPR
		AC2.3	Review own engagement in hazard identification, risk assessment and reporting procedures	Consideration of hazards identification ⁴ Consideration of risk assessments and reporting procedures	K2.5	PS: Task A: Profiling ES: Task C1: PPR
		AC2.4	Review own use of cleaning substances and equipment considering principle uses and suitability	Consideration of principle uses + suitability of relevant cleaning substances Consideration of principle uses + suitability of relevant cleaning equipment	K2.1 K2.2	PS: Task A: Profiling ES: Task C1: PPR
		AC2.5	Review own engagement with typical cleaning routines and organisational standards	Consideration of organisational standards + cleaning routines relevant to gym Consideration of maintenance of the safety of themselves and others	K2.6	PS: Task A: Profiling ES: Task C1: PPR
		AC2.6	Review own engagement with waste management requirements	Consideration of different types of waste (hazardous and non-hazardous) Consideration of waste disposal procedure aligned to organisation policy Consideration of waste disposal procedure aligned to environmental policy	K2.7	PS: Task A: Profiling ES: Task C1: PPR
LO3	Understand responsibilities associated with safe and effective client consultations, assessments, and inductions	AC3.1	Review own effectiveness in the client consultation process	Consideration of consultation relevance to customer experience/customer journey Consideration of education of client on role and responsibilities Consideration of education of client on role limitations (scope of practice) Consideration of organisation's customer charter Consideration of importance of striving to exceed organisations customer charter Consideration of different demographics/fitness levels/goals of clients Consideration of methods to cater for unique needs Consideration of organisation products, systems and technology (e.g. class booking apps) Consideration of methods to enhance customer experience based on organisation offer Consideration of promotion of range and availability of activities/services/classes Consideration of relevance of data protection and client confidentiality	K4.1	PS Task C1: PPR ES: Task C1: PPR

⁴ Consider activity areas, equipment, gym, people and physical risks

LO3	Continued	AC3.2	Review own effectiveness in the client screening and risk stratification process	<p>Consideration of evidence-based pre-exercise health screening methods</p> <p>PAR-Q, PAR-Q+, organisation/employer devised methods, health commitment statement and informed consent</p> <p>Consideration of risk stratification models, signposting or referral methods</p> <ul style="list-style-type: none"> • Absolute contraindications to exercise and factors that indicate that a client is at low, medium or high risk of an adverse event occurring during exercise/propensity for risk • Recognised tools [Irwin and Morgan traffic light system/other national/international evidence-based tools, national/locally agreed protocols/referral/care pathways] • Relevant health history, current health status, particularly related to risk factors for heart disease • Identification of medical conditions that would necessitate medical clearance or referral to an appropriate medical professional or other clinician or medically supervised exercise programme, past and present injuries and disabilities. <p>Consideration of referral, signpost or action planning and justification</p> <p>Consider what action to take in each circumstance (low, medium, high risk) Consider what specialist exercise professionals and/or medical professionals</p>	K4.2	PS Task C1: PPR ES: Task C1: PPR
LO3	Understand responsibilities associated with safe and effective client consultations, assessments, and inductions	AC3.3	Review own effectiveness of health and fitness assessments relevant to gym-based client and organisation	<p>Consideration of range of health and fitness assessments relevant to the gym-based clients</p> <ul style="list-style-type: none"> • Assessment selection relevant to the client • Assessment selection relevant to the assessment conditions • Assessment selection relevant to the organisation <p>Lifestyle⁵: Administration of lifestyle questionnaires to gather relevant information</p> <p>Physical⁶: Range of assessments relevant to the general population:</p>	K4.3	PS Task C1: PPR ES: Task C1: PPR
		AC3.4	Review own effectiveness when inducting clients into the gym environment and programme	<p>Consideration of policies and procedures in and around the gym relevant to own role</p> <p>Consideration of facility walk-through/show-round⁷</p> <p>Consideration of induction adaptation for individuals and small groups (max 5)</p>	K4.4	PS Task C1: PPR ES: Task C1: PPR

⁵ Including previous and current level of activity, exercise likes and dislikes.

⁶ Resting heart rate, BP, sub-maximal cardio-respiratory fitness and muscular strength, BMI, waist circumference, progress photographs if desired, contraindications and limitations for testing.

⁷ Introduction to gym floor, class/spin studios, cv machines, Resistance equipment introduction (machine and free weights)

LO4	Understand the responsibilities associated with planning, tailoring, monitoring and review of safe and effective gym-based exercise programmes for a range of clients within scope of practice	AC4.1	Review own effectiveness when planning and tailoring effective gym-based exercise programmes for a range of clients within scope of practice	<p>Consideration of planning and tailoring safe and effective gym-based exercise programmes for a range of clients within scope of practice:</p> <ul style="list-style-type: none"> • National recommended guidelines for physical activity and health for different ages: such as guidelines from the UK chief medical officer (CMO). • Credible information sources and research methods. • Importance of evidence-based practice. • Components of fitness (health and skill related). • Principles and variables of fitness/training (FITT principles (frequency, intensity, time, and type), adaptation, modification and progression for each component of FITT, implications of specificity, progressive overload, reversibility, adaptability, individuality, recovery time). • Differences between programming exercise for physical fitness and for health benefits. • Safe and effective warm-up and cool-down. • Effect of speed of movement on posture, alignment, and intensity. • Recognised national/international guidelines for developing the different components of fitness. • Different learning styles, goals, needs, likes/dislikes etc and how these should be reflected in planning. • Full range of available equipment and how to select the most appropriate exercise/exercise modes to meet the client's needs/goals. • Provision of alternative activities/exercises/participation options. • Provision of adaptations, progressions and regressions for each exercise included in the programme. • How to set and adapt meaningful SMART goals linked to a client's individual needs, wants and motivators. • Fixed weight/free weight/body weight resistance exercises that target the major muscles/muscle groups. • Importance of muscle balance when planning programmes. • How to programme exercise to develop cardiovascular fitness, muscular fitness, flexibility and functional skills/abilities. • Methods to minimise any risks relevant to the programme. • Realistic timings and sequences for sessions. 	K6.1	PS Task C1: PPR ES: Task C1: PPR
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LO4	Continues	AC4.2	Review own effectiveness of monitoring and review of safe and effective gym-based exercise programmes for a range of clients within scope of practice	<p>Consideration of observation and monitoring gym clients to maintain safety and effectiveness of exercise at all times:</p> <ul style="list-style-type: none"> • methods to approach clients in a friendly, non-threatening manner • methods to work with clients to effectively improve exercise technique • methods to adapt, regress, progress and apply corrective strategies • methods to modify and adapt exercises for a range of individual • methods to offering alternatives that regress or progress an exercise • methods to offer alternative activities/exercise options • methods to raise awareness of H+S considerations: such as manual handling • methods to support manufacturer guidelines, equipment maintenance + service • methods to support individual client abilities • methods to ensure wearable technology can be used in gym safely • methods to adopt appropriate positions to observe clients + respond to needs • methods to monitor the safety and intensity of exercise • methods to provide feedback and instructing points [timely, clear + motivate] 	K6.2	PS Task C1: PPR ES: Task C1: PPR
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Unit 2						
Unit title:		Driving behaviour change by maximising the customer experience				Unit Level 2
Unit aim:		The aim of this unit is to develop learners understanding of their ability to drive behaviour change by maximising the customer experience in the gym environment.				
Learning outcomes		Assessment criteria		Delivery content and assessment attainment indicators	PSGI	Assessment
LO1	Understand how to engage with customers to maximum effect	AC1.1	Review effectiveness of identification of particular needs of customers	Consideration of local demographics of organisation's customers Consideration of the effect of organisations customer on the products and services Consideration of expectations and aspirations within the fitness facility environment Consideration of developing social support within the fitness facility environment Consideration of developing inclusion within the fitness facility environment Consideration of methods to obtain feedback to support membership retention	K1.1	PS Task A: Profiling ES: Task C1: PPR
		AC1.2	Review effectiveness customer service considering excellence practice	Consideration of organisational products and services Consideration of a typical customer journey in a fitness facility environment Consideration of professional + approachable manners aligned to organisation standards Consideration of importance of customer retention + how to influence customer Consideration of methods to influence customer retention	K1.2	PS Task A: Profiling ES: Task C1: PPR
		AC1.3	Review effectiveness of methods selected to engage with customers	Consideration of Face-to-face, telephone, written (letters, email, posters) Consideration of social media and digital technology Consideration of types of conflict and management techniques Consideration of methods to build rapport to maximise the customer experience Consideration of methods to support safe and enjoyable use of the fitness facility Consideration of importance of 'walking the gym floor' Consideration of being accessible and approachable to clients	K1.3	PS Task A: Profiling ES: Task C1: PPR
		AC1.4	Review effectiveness and application of selected communication techniques	Consideration of verbal techniques [open/closed questioning] Consideration of non-verbal techniques [observation/ /body language, active listening] Consideration of adaptation of communication techniques to meet unique needs ⁸	K1.4	PS Task A: Profiling ES: Task C1: PPR
		AC1.5	Review effectiveness of methods selected to obtain feedback from customers	Consideration of methods to obtain customer feedback Consideration of channels of recording + reporting aligned to organisational procedures Consideration of feedback cycle and impact of role on the customer experience	K1.5	PS Task A: Profiling ES: Task C1: PPR

⁸ Customers from differing backgrounds, cultures, experiences.

Unit 3					
Unit title:		Driving behaviour change through awareness of healthy lifestyles			Unit Level 2
Unit aim:		The aim of this unit is to develop learners understanding of their ability to drive behaviour change by raising the awareness of healthy lifestyles.			
Learning outcomes		Assessment criteria		Delivery content and assessment attainment indicators	PSGI Assessment
LO1	Understand how to engage clients through healthy lifestyles	AC1.1	Review own effectiveness in the promotion of healthy lifestyle to support client engagement	Consideration of components of a healthy lifestyle Consideration of factors that affect health and wellbeing Consideration of UK physical activity guidelines for different ages [dose-response] Consideration of nationally recognised healthy eating recommendations Consideration of sources of evidence-based/reputable health and wellbeing advice Consideration of the benefits of physical activity/exercise to health and wellbeing Consideration of techniques to tailor advice on healthy lifestyle relevant to client Consideration of communication of health-related benefits of exercise to clients Consideration of application of technological advancements for customer experience Consideration of application of technology to increase physical activity levels Consideration of application of technology to increase motivation and focus	K5.1 ES+PS: Task B1: PP ES+PS: Task B1: PE ES+PS: Task C1: PPR
		AC1.2	Review own effectiveness in the education of clients to prevent or manage common health conditions	Consideration of prevalence and health implications of the UK population Consideration of role and scope of practice [signpost to relevant specialists] Consideration of promotion of exercise to prevent and manage health conditions ⁹ Consideration of range of relevant exercise or health professionals to sign post to	K5.2 ES+PS: Task C1: PPR
		AC1.3	Review own effectiveness in the selection client motivation techniques to encourage behaviour change and exercise adherence	Consideration of stages of change/trans-theoretical model of behaviour change Consideration of role of intrinsic and extrinsic motivation in exercise adherence Consideration of range of techniques that can motivate adherence to exercise	K5.3 ES+PS: Task C1: PPR

⁹ Chronic conditions including coronary heart disease, stroke, type 2 diabetes, cancer, obesity, mental health problems and musculoskeletal conditions.

Unit 4						
Unit title:		Driving behaviour change through awareness of anatomical and movement systems			Unit Level	2
Unit aim:		The aim of this unit is to develop learners understanding of their ability to drive behaviour change by considering anatomical and movement systems when planning and monitoring gym-based programmes to promote engagement through safety and good practice.				
Learning outcomes		Assessment criteria		Delivery content and assessment attainment indicators	PSGI	Assessment
LO1	Understand joints, skeletal, muscular systems when to support good practice and prevent injury through effective gym-based exercise programmes	AC1.1	Consider the structure and function of the skeletal system when supervising gym-based exercise	Consideration of functions of the skeleton Consideration of structures of the axial skeleton Consideration of structures of the appendicular skeleton Consideration of classification of bones Consideration of structure of long bones Consideration of stages of bone growth Consideration of posture ¹⁰	K3.3	ES+PS Task C1: PPR
		AC1.2	Consider the structure of joints when supervising gym-based exercise	Consideration of classification of joints Consideration of structure of synovial joints Consideration of types of synovial joints and their range of motion Consideration of joint movement potential and joint actions	K3.4	ES+PS Task C1: PPR
		AC1.3	Consider the muscular system when supervising gym-based exercise	Consideration of types, characteristics and functions of muscle tissue Consideration of structure of skeletal muscle Consideration of name and location of the anterior skeletal muscles Consideration of name and location of the posterior skeletal muscles Consideration of structure and function of the pelvic floor muscles Consideration of types of muscle action Consideration of joint actions brought on by specific muscle group contractions Consideration of skeletal muscle fibre types and their characteristics	K3.5	ES+PS Task C1: PPR
		A1.4	Consider the life-course of the musculoskeletal system when supervising gym-based exercise	Consideration of the life-course of the musculoskeletal system, including bone: <ul style="list-style-type: none"> Young people (13-18) Antenatal and postnatal period Older adults (50 plus) 	K3.6	ES+PS Task C1: PPR

¹⁰ Curves of the spine, neutral spine alignment, movement potential of the spine and postural deviations of the spine

LO2	Understand circulatory and respiratory systems to support good practice and prevent injury through effective gym-based supervision	AC2.1	Consider structure and function of the circulatory system when supervising gym-based exercise	Consideration of function of the heart Consideration of blood movement through the four chambers of the heart Consideration of systemic and pulmonary circulation Consideration of structure and functions of blood vessels Consideration of systolic and diastolic blood pressure Consideration of blood pressure classifications	K3.1	ES+PS Task C1: PPR
		AC2.2	Consider the structure and function of the respiratory system when supervising safe and effective gym-based exercise	Consideration of structure and function of the lungs Consideration of main muscles involved in breathing Consideration of passage of air through the respiratory tract Consideration of process of gaseous exchange ¹¹	K3.2	ES+PS Task C1: PPR
LO3	Understand energy and digestive systems to support good practice and prevent injury through effective gym-based supervision	AC3.1	Consider energy systems when supervising safe and effective gym-based exercise	Consideration of different energy systems: <ul style="list-style-type: none"> How carbohydrates, fats and proteins are used in the production of energy/adenosine triphosphate Use of the three energy systems during aerobic and anaerobic exercise: e.g. according to different type/duration/intensity of exercise Anabolism, catabolism and excess post-exercise oxygen consumption (EPOC). By-products of the three energy systems and their significance in muscle fatigue Effect of endurance training/advanced training methods on the use of fuel for exercise 	K3.7	ES+PS Task C1: PPR
		AC3.2	Consider the digestive system when supervising safe and effective gym-based exercise	Consideration of structure and function of the digestive system: <ul style="list-style-type: none"> Functions of each section of the alimentary canal (mouth, oesophagus, stomach, small intestine, large intestine) How fats, proteins and carbohydrates are digested and absorbed, and the main enzymes involved Role of dietary fibre in the maintenance of gut function Role of the liver and pancreas in assisting digestion Timescales for digestion Importance of fluid 	K3.9	ES+PS Task C1: PPR

¹¹ Oxygen and carbon dioxide in the body [internal and external respiration]

LO4	Understand the nervous system to support good practice and prevent injury through effective gym-based exercise programmes	AC4.1	Consider the nervous system when supervising safe and effective gym-based exercise	Consideration of role and functions of the nervous system Consideration of principles of muscle contraction Consideration of the 'all or none' law/motor unit recruitment Consideration of impact of exercise to enhance neuromuscular connections Consideration of impact of exercise to improve motor fitness	K3.8	ES+PS Task C1: PPR
LO5	Understand the effects of exercise on movement systems to support good practice and prevent injury through effective gym-based exercise programmes	AC5.1	Consider anatomical planes of movement system when supervising safe and effective gym-based exercise	Consideration of classification of anatomical planes of movement: <ul style="list-style-type: none"> • Frontal, (coronal) • Sagittal • Transverse 	K3.10	ES+PS Task C1: PPR
		AC5.2	Consider anatomical terms of location when supervising safe and effective gym-based exercise	Consideration of classification of anatomical terms of location: <ul style="list-style-type: none"> • Superior and inferior • Anterior and posterior • Medial and lateral • Proximal and distal • Superficial and deep 	K3.11	ES+PS Task C1: PPR
		AC5.3	Consider applied biomechanics and kinesiology when supervising safe and effective gym-based exercise	Consideration of effect of exercise variables on biomechanics and kinesiology: <ul style="list-style-type: none"> • the way the body responds to different types of exercise intensities, angles, and positions, and why this is the case • the importance of understanding biomechanics in the avoidance of injury • the benefits of performing an exercise correctly on both results and recovery 	K3.12	ES+PS Task C1: PPR

Unit 5						
Unit title:		Driving behaviour change through effective exercise supervision and technique			Unit Level	2
Unit aim:		The aim of this unit is to develop the learner's understanding of how to drive behaviour change through effective exercise supervision and technique.				
Learning outcomes		Assessment criteria		Delivery content and assessment attainment indicators	PSGI	Assessment
LO1	Understand effective gym-based exercise training methods and techniques	AC1.1	Justify selected gym-based exercise training methods based upon client need	Consideration of range of gym-based exercise training methods: <ul style="list-style-type: none"> Cardiovascular exercise: continuous, interval, fartlek. Resistance exercise: single set training, circuit resistance training, basic sets, Delorme and Watkins 10 RM system, Berger 6 RM system, Super-sets. Functional exercise and functional equipment: movement patterns, muscle actions and components of fitness required for activities of daily living. Flexibility and range of motion exercise: static stretching and mobilisation of joints 	K7.1	ES+PR Task B1: Programme engagement ES+PS Task C1: PPR
		AC1.2	Justify selected gym-based exercise training techniques based upon client need	Consideration of safe + effective technique for a range of gym-based exercises: <ul style="list-style-type: none"> CV machines Bodyweight exercise Machine weights: e.g. range of motion, rate, joint alignment etc) Free weights: lifting, passing and spotting technique. Small equipment: e.g. use of mats for core/abdominal exercise Functional exercise and functional equipment (exercises that address the movement patterns/muscle actions/components of fitness required for activities of daily living). Flexibility and range of motion exercise: static stretching and mobilisation of joints 	K7.2	ES+PR Task B1: Programme engagement ES+PS Task C1: PPR
LO2	Understand effective gym-based demonstration and supervision	AC2.1	Review effectiveness of gym-based demonstrations	Consideration of safe and effective demonstrations of a range of equipment: <ul style="list-style-type: none"> CV machines machine free weights small equipment Consideration of effective coaching/teaching/instructing methods: <ul style="list-style-type: none"> different learning styles tailoring instructing styles communication methods to individual needs. 	K7.3	ES+PR Task B1: Programme engagement ES+PS Task C1: PPR

		AC2.2	Review effectiveness of gym-based supervision	<p>Consideration of observation and monitoring of gym clients to maintain safety and effectiveness of exercise at all times:</p> <ul style="list-style-type: none"> • How to approach clients in a friendly, non-threatening manner • How to work with clients to effectively improve exercise technique • How to adapt, regress, progress and apply corrective strategies as required • How to modify and adapt exercises for a range of individual needs: offering alternatives that regress or progress an exercise • Alternative activities/exercise options • Awareness of health and safety considerations: e.g. manual handling • Manufacturer guidelines, equipment maintenance and servicing • Individual client abilities • How wearable technology used to support safe and effective gym-based exercise • How to adopt appropriate positions to observe clients and respond to their needs • How to monitor the safety and intensity of exercise • How to provide feedback and instructing points which are timely, clear and motivational 	K7.4	<p>ES+PR Task B1: Programme engagement</p> <p>ES+PS Task C1: PPR</p>
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Unit 6					
Unit title:		Deployment of a Gym Instructor			Unit Level 2
Unit aim:		The aim of this unit is to evidence the learner's ability be effectively deployed as a gym-instructor.			
Learning outcomes		Assessment criteria			PSGI Assessment
LO1	Be able to behave professionally and ensure duty of care	AC1.1	Demonstrate ability to behave professionally through application of relevant skills and abilities ¹²	S8.1	PS Task A: Profiling ES Task A: Placement
		AC1.2	Demonstrate the ability to work alone and as part of a team with minimal supervision	S8.1	PS Task A: Profiling ES Task A: Placement
		AC1.3	Demonstrate the ability communicate effectively with both clients and colleagues	S8.1	PS Task A: Profiling ES Task A: Placement
		AC1.4	Demonstrate compliance with relevant legal and organisational responsibilities ¹³	S8.2	PS Task A: Profiling ES Task A: Placement
		AC1.5	Demonstrate client safety and wellbeing at all times	S8.2	PS Task A: Profiling ES Task A: Placement
LO2	Be able to maximise the customer experience	AC2.1	Demonstrate a professional demeanour [uniform and personal attributes, positive first impressions]	S1.5	PS Task A: Profiling ES Task A: Placement
		AC2.2	Demonstrate ability to interpret customer data to understand the different types of customers and their needs	S1.1	PS Task A: Profiling ES Task A: Placement
		AC2.3	Demonstrate customer engagement [deliver informative tour, deal with enquiries, offer an end to end service]	S1.2	PS Task A: Profiling ES Task A: Placement
		AC2.4	Demonstrate exemplary customer service [problem solving, discretion, influencing, teamwork, suitable language use]	S1.3	PS Task A: Profiling ES Task A: Placement
		AC2.5	Demonstrate communication methods appropriate to the customer	S1.6	PS Task A: Profiling ES Task A: Placement
		AC2.6	Demonstrate ability to develop rapport with customers in an and approachable manner whilst respecting equality	S1.4	PS Task A: Profiling ES Task A: Placement

¹² Adaptability, confidence, team working, problem solving, conscientiousness, efficient time management, planning + preparation of own work, identifying areas for development, follow instruction

¹³ Health and safety at work, equality and diversity, safeguarding, general data protection, hazard identification, safe working practices, ethics and professional conduct

LO3	Be able to contribute safely and effectively to routine gym facility and equipment maintenance	AC3.1	Demonstrate ability to plan and prepare own cleaning activities aligned to the organisation's daily cleaning schedule	S2.1	PS Task A: Profiling ES Task A: Placement
		AC3.2	Demonstrate safe and suitable use of appropriate cleaning substances and equipment ¹⁴	S2.2	PS Task A: Profiling ES Task A: Placement
		AC3.3	Demonstrate appropriate action to deal with identified hazards to include appropriate use of signage and reporting	S2.3	PS Task A: Profiling ES Task A: Placement
		AC3.4	Demonstrate effective communication to customers and colleagues whilst cleaning to ensure a positive experience	S2.4	PS Task A: Profiling ES Task A: Placement
LO4	Be able to conduct safe and effective client consultations, assessments and inductions	AC4.1	Demonstrate ability to assess a client's readiness to exercise and the need for signposting or referral	S4.1	PS Task A: Profiling ES Task A: Placement
		AC4.2	Demonstrate ability to conduct safe + effective consultations, assessments, gym induction, supervision and review with clients	S4.1	PS Task A: Profiling ES Task A: Placement
		AC4.3	Demonstrate ability to adapt inductions for individuals and small groups (maximum of 5) to maintain effectiveness	S4.1	Task D: Practical observation
		AC4.4	Demonstrate ability to provide a 'client experience' during consultations, assessments and gym inductions	S4.1	PS Task A: Profiling ES Task A: Placement
LO5	Be able to support adherence to a healthy lifestyle and client motivation	AC5.1	Demonstrate ability to create a motivating and empowering environment to support client participation + adherence	S5.1	PS+ES Task B1: PP PS+ES Task B2: PE
		AC5.2	Demonstrate ability to support the client to recognise and develop their intrinsic and extrinsic motivation to exercise	S5.1	PS+ES Task B1: PP PS+ES Task B2: PE
		AC5.3	Demonstrate ability to set, monitor and adapt SMART goals linked to client's individual needs, wants and motivators	S5.2	PS+ES Task B1: PP PS+ES Task B2: PE
		AC5.4	Demonstrate ability to offer credible advice appropriate to own expertise to promote positive healthy lifestyle choices	S5.3	PS+ES Task B1: PP PS+ES Task B2: PE
		AC5.5	Demonstrate ability to be an ambassador for the sector leading by example and displaying positive health behaviours	S5.3	Task D: Practical Skills Assessment

¹⁴ Aligned to organisations safe systems of work, cleaning schedules and organisational standards, whilst maintaining the safety of themselves and others

LO6	Be able to plan safe and effective gym-based sessions and programmes	AC6.1	Demonstrate ability to plan safe and effective gym-based programmes for a range of clients within scope of practice	S6.1	PS+ES Task B1: PP PS+ES Task B2 PE
		AC6.2	Demonstrate ability to plan safe and effective gym-based programmes using appropriate equipment and method	S6.1	PS+ES Task B1: PP PS+ES Task B2 PE
		AC6.3	Demonstrate ability to plan exercise anatomy and physiology into programmes in light of consultation and goals	S3.1	PS+ES Task B1: PP PS+ES Task B2 PE
LO7	Be able to demonstrate safe and effective gym-based exercise technique	AC7.1	Demonstrate safe and effective warm-up technique	S7.2	PS+ES Task D: Practical Observation
		AC7.2	Demonstrate safe and effective technique on CV machines	S7.2	PS+ES Task D: Practical Observation
		AC7.3	Demonstrate safe and effective technique for bodyweight exercise	S7.2	PS+ES Task D: Practical Observation
		AC7.4	Demonstrate safe and effective technique on machine weights [range of motion, rate, joint alignment]	S7.2	PS+ES Task D: Practical Observation
		AC7.5	Demonstrate safe and effective technique on free weights [lifting, passing and spotting]	S7.2	PS+ES Task D: Practical Observation
		AC7.6	Demonstrate safe and effective technique on small equipment [use of mats for core/abdominal exercise]	S7.2	PS+ES Task D: Practical Observation
		AC7.7	Demonstrate safe and effective technique on functional exercise and functional equipment ¹⁵	S7.2	PS+ES Task D: Practical Observation
		AC7.8	Demonstrate safe + effective technique flexibility + range of motion exercise [static stretching + joint mobilisation]	S7.2	PS+ES Task D: Practical Observation
		AC7.9	Demonstrate effective instructing methods to cater for different learning styles and individual needs of clients	S7.2	PS+ES Task D: Practical Observation
		AC7.10	Demonstrate ability to ensure clients understand how to continue their programme without direct supervision	S7.2	PS+ES Task D: Practical Observation

¹⁵ Exercises that address the movement patterns/muscle actions/components of fitness required for activities of daily living

LO8	Be able to supervise safe and effective gym-based exercise sessions through client observation, monitoring and engagement	AC8.1	Demonstrate ability to deliver technically correct and safe explanations + demonstrations appropriate to the client	S7.1	PS+ES Task D: Practical Skills Assessment
		AC8.2	Demonstrate ability to adopt appropriate positions to observe client's movement and respond to their needs ¹⁶	S7.1	PS+ES Task D: Practical Skills Assessment
		AC8.3	Demonstrate ability to monitor the safety and intensity of exercise and provide client-specific response ¹⁷	S7.1	PS+ES Task D: Practical Skills Assessment
		AC8.4	Demonstrate ability to offering adaptations + alternatives that meet a client's needs + improve performance ¹⁸	S7.1	PS+ES Task D: Practical Skills Assessment
		AC8.5	Demonstrate ability to manipulate FITT principles to ensure progression according to individual needs	S7.1	PS+ES Task D: Practical Skills Assessment
		AC8.6	Demonstrate ability to walk the gym floor and effectively interact and support different clients during sessions ¹⁹	S6.2	PS+ES Task D: Practical Skills Assessment
		AC8.7	Demonstrate ability to assess appropriateness of the session content in relation to the user group and environment	S6.2	PS Task A: Profiling ES Task A: Placement
		AC8.8	Demonstrate ability to appraise own and participants performance in relation to sessions	S6.2	PS+ES Task B2: Programme PS+ES Task D: Practical Skills
		AC8.9	Demonstrate ability to propose adaptations to sessions ²⁰	S6.2	PS+ES Task B2: Programme
LO9	Be able to monitor and review the effectiveness of gym-based exercise programmes	AC9.1	Demonstrate ability to carry out regular programme review meetings with clients ²¹	S6.2	PA+ ES Task B2: Programme Engagement
		AC9.2	Demonstrate ability to signpost clients to other aspects of the facility if they show an interest	S6.2	PS Task A: Profiling ES Task A: Placement

¹⁶ Correcting technique to ensure safe and effective alignment, execution and use of equipment

¹⁷ Instructing points, feedback, encouragement and reinforcement in a friendly, professional manner

¹⁸ Progression, regression, corrective strategies and alternative exercises as required

¹⁹ Use of effective communication skills/rapport building/technique advice/correction

²⁰ Adaptation must be based on the appraisal of own performance, participant performance and appropriateness of session content

²¹ Ascertain how well the exercise programme met client needs and progress towards goals, any improvements that can be made to the programme plan

Appendix 01: Qualification Unit Specification Version Control

This document is subject to version control. We will request feedback from centres in advance of any change. We will then inform centres of the changes made in advance and will re-publish the specification via our website. All changes will be tracked here and confirmed as an updated version.

Version	Publication	Details
Version 01	18.03.2019	Publication 01