

Sports Coach v2.0

☆ Level 4 £ £9,000 📅 18 months

1. What the role entails

In their day-to-day role, sports coaches engage with and influence a wide range of stakeholders, including assistant coaches, fellow coaches, managers, sponsors, governing boards, and broader industry support networks. They achieve this through the development and application of their coaching philosophy and professional practice, ensuring alignment with organisational vision, strategy, policies, and procedures. Through their work, coaches may also contribute to and influence the standards and direction of professional and governing bodies within the sport.

Sports coaches evaluate the effectiveness of their coaching approaches by analysing participant, coach, coaching team, and organisational performance and perception data. This information is then compared against relevant local, national, and international benchmarks and trends to inform continuous improvement and ensure coaching practices remain effective and relevant.

Working both independently and collaboratively, sports coaches design and deliver progressive coaching programmes that align with wider curriculum and development plans.

These programmes are tailored to meet the needs of individuals and diverse participant groups, using robust profiling methods and a holistic approach that supports whole-person development.

The apprentice will be enrolled onto **one** of the following pathways:

- High Performance Coach
- Community Coach
- School Coach

2. On-programme

An apprentice will typically spend 18 months on-programme (this means in training before the gateway to completion) working towards occupational competence. They **must** spend a minimum of 8 months on-programme and complete the minimum required off-the-job training time, as stated in the apprenticeship funding rules.

The apprentice must receive training to develop the occupational standard's knowledge and skills (K&S) criteria and achieve English and maths in line with the DfE apprenticeship funding rules, if required.

While on-programme, apprentices **must** undertake both assessment methods; these can take place in any order but must **not** be taken before month 6 of the apprenticeship.

3. Gateway to completion requirements

Gateway to completion should be used as the final opportunity to check an apprentice has met all the requirements for completion. An apprentice can only be put forward for gateway to completion when the apprentice and their employer (in consultation with the centre) are content they have attained the sufficient knowledge, skills and behaviours to successfully complete the apprenticeship and the apprentice has achieved their apprenticeship assessments.

For the Level 4 Sports Coach, the requirements are:

- the off-the-job requirements from the apprenticeship funding rules have been met
- English and maths qualifications in line with the apprenticeship funding rules
- confirmation from the employer that the apprentice has met the behaviour requirements as set out in the apprenticeship assessment plan
- all assessment components have been taken and passed.

4. Apprenticeship assessment

The apprenticeship assessment for Sports Coach contains two methods of assessment. A Professional Discussion that **must** be NCFE assessed and an Observation with Q&A, which can be delivered using one of two models offered by NCFE.

NCFE combined	Delivered and assessed by a centre assessor and subject to IQA and NCFE EQA.
NCFE assessed	Delivered and assessed directly by NCFE.



Observation with Q&A

The Observation with Q&A provides the apprentice with the opportunity to demonstrate achievement of the assessment criteria associated with this assessment method through observation of workplace practice and a structured Q&A session.

During the Observation, an assessor will observe the apprentice carrying out their normal workplace duties under typical working conditions. Following the Observation, the assessor will conduct a Q&A session to confirm observed activities, address any gaps in assessment criteria, build on partial evidence and explore understanding where required, including evidence that may support a higher grade. The assessment may last for up to 2 hours and 20 minutes, comprising of a session plan and risk assessment discussion of up to 20 minutes, an Observation of the apprentice conducting their usual work activities that may last up to 1 hour and 30 minutes and a Q&A session of up to 30 minutes.

The Observation with Q&A is graded fail, pass or distinction.

The Observation with Q&A can be delivered through either an NCFE-combined model or an NCFE-assessed model. In the NCFE-combined model, a centre assessor delivers and grades the assessment, with outcomes subject to Internal Quality Assurance (IQA) and NCFE External Quality Assurance (EQA). In the NCFE-assessed model, assessments are delivered and graded directly by NCFE assessors. Both options are supported by robust quality assurance processes to ensure valid, reliable and consistent assessment outcomes.

Professional Discussion

The Professional Discussion provides the apprentice with the opportunity to demonstrate achievement of the assessment criteria associated with this assessment method through a structured, recorded, two-way discussion with an assessor.

The Professional Discussion will be conducted in a way that enables the apprentice examples to show how they have demonstrated the assessment criteria and to achieve the highest grade available. The Professional Discussion may last for up to 1 hour and 45 minutes.

The Professional Discussion is graded fail, pass or distinction.

NCFE will assess this method.

5. Grade aggregation information

Observation with Q&A	Professional Discussion	Final grade
Pass	Pass	Pass
Distinction	Pass	Pass
Pass	Distinction	Pass
Distinction	Distinction	Distinction

A fail in any assessment method will result in a fail overall.

6. Completion and certification

Once NCFE verifies the apprentice has successfully completed all apprenticeship assessment methods and gateway to completion requirements, they will activate certification. Working with the apprenticeship certificate issuing authority, NCFE will ensure the apprentice receives their certificate.

7. What next?

On successful completion of this apprenticeship, the Sports Coach will be eligible to become a Coach Practitioner Member of the Chartered Institute for the Management of Sport and Physical Activity (CIMSPA). Progression routes include a Level 6 Physiotherapist apprenticeship or a degree in Sports Coaching.



Why NCFE?

We are an approved Assessment Organisation (AO) specialising in apprenticeship assessment across health, education, social care, business, active leisure and digital apprenticeship standards. NCFE offers flexible and reliable apprenticeship assessment solutions supported by sector expertise, guidance documents and proactive service and support.

