



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

SUMMARY ACCREDITATION REPORT

**SCOUT ASSOCIATION OF HONG KONG
LEADERSHIP TRAINING INSTITUTE**

LEARNING PROGRAMME ACCREDITATION

CERTIFICATE IN LEADERSHIP SKILLS

LEARNING PROGRAMME RE-ACCREDITATION

**CERTIFICATE IN ADVENTURE EDUCATION:
PRINCIPLES AND APPLICATION
CERTIFICATE IN EXPEDITION SKILLS**

NOVEMBER 2022

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1456), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO), was commissioned by the Scout Association of Hong Kong Leadership Training Institute (香港童軍總會領袖訓練學院) (“Operator”), to conduct a Learning Programme Accreditation (LPA) and Learning Programme Re-accreditation (re-LPA) Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in AAVQO to determine whether the following programme of the Operator meets the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3 standard and can be offered as an accredited programme:
 - (i) Certificate in Leadership Skills (領導才證書); and
- (b) To conduct an accreditation test as provided for in AAVQO to determine whether the following programmes of the Operator meet the stated objectives and QF Levels 3 standards and can continue to be offered as accredited programmes:
 - (i) Certificate in Adventure Education: Principles and Application (歷奇教育：原則與應用證書);
 - (ii) Certificate in Expedition Skills (遠足技能證書); and
- (c) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) to (b) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A site visit took place on 22 September 2022.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

Certificate in Leadership Skills (LS)

2.1 HKCAAVQ has determined that the Certificate in Leadership Skills programme meets the stated objectives and QF standard at Level 3, and can be offered as accredited programmes with a validity period from 1 March 2023 to 28 February 2026.

2.2 Validity Period

2.2.1 The validity period will commence on the date specified below.

2.3 The determinations on the Learning Programme Accreditation are specified as follows:

Name of Operator(s)	Scout Association of Hong Kong Leadership Training Institute 香港童軍總會領袖訓練學院
Name of Award Granting Body	Scout Association of Hong Kong Leadership Training Institute 香港童軍總會領袖訓練學院
Title of Learning Programme	Certificate in Leadership Skills 領導才證書
Title of Qualification(s) (Exit Award(s))	Certificate in Leadership Skills 領導才證書
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports Management
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 3
QF Credits	5
Mode(s) of Delivery and Programme Length	Part-time, 2 months 50.5 notional learning hours (including 25.5 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 March 2023 to 28 February 2026
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 24 learners per class Maximum of 72 learners per year
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

of Generic (Foundation) Competencies-based Programme	
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	See Appendix 1

Learning Programme Re-accreditation

Certificate in Adventure Education: Principles and Application (AE) Certificate in Expedition Skills (ES)

2.4 HKCAAVQ has determined that the following learning programmes meet the stated objectives and QF standards at Level 3, and can continue to be offered as accredited programmes with a validity period from 1 March 2023 to 28 February 2026.

- Certificate in Adventure Education: Principles and Application (歷奇教育：原則與應用證書)
- Certificate in Expedition Skills (遠足技能證書)

2.5 **Validity Period**

2.5.1 The validity period will commence on the date specified below.

2.6 The determinations on the Learning Programme Re-accreditation are specified as follows:

Name of Operator(s)	Scout Association of Hong Kong Leadership Training Institute 香港童軍總會領袖訓練學院	
Name of Award Granting Body	Scout Association of Hong Kong Leadership Training Institute 香港童軍總會領袖訓練學院	
Title of Learning Programme	Certificate in Adventure Education: Principles and Application 歷奇教育：原則與應用證書	Certificate in Expedition Skills 遠足技能證書
Title of Qualification(s) (Exit Award(s))	Certificate in Adventure Education: Principles and Application	Certificate in Expedition Skills 遠足技能證書

	歷奇教育：原則與應用證書	
Primary Area of Study and Training	Services	
Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports Management	
Other Area of Study and Training	Not applicable	
Sub-area (Other Area of Study and Training)	Not applicable	
Industry	Not applicable	
Branch	Not applicable	
QF Level	Level 3	
QF Credits	10	26
Mode(s) of Delivery and Programme Length	Part-time, 2 months 98 notional learning hours (including 38 contact hours)	Part-time, 4 months 259 notional learning hours (including 105 contact hours)
Intermediate Exit Award(s)	Not applicable	
Validity Period	1 March 2023 to 28 February 2026	
Number of Enrolment(s)	Not applicable	
Maximum Number of New Students	Maximum of 24 learners per class Maximum of 96 learners per year	Maximum of 24 learners per class Maximum of 96 learners per year
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Notes to be indicated on the QR	Not applicable	
Address of Teaching/ Training Venue(s)	See Appendix 1	

2.7 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference

to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

3. INTRODUCTION

- 3.1 The Scout Association of Hong Kong Leadership Training Institute (香港童軍總會領袖訓練學院) (SAHKLTI; the Operator) is one of the establishments of the Scout Association of Hong Kong. Since its establishment in 2008, SAHKLTI has offered a wide variety of learning programmes for scout members and other people in the community.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

- 4.1 Programme Objectives

Certificate in Leadership Skills (LS)

The course is intended to enhance learners' understanding of leadership by allowing them to practise the skills that make this type of problem solving possible in carefully designed group activities. The aim of the course is to provide a safe environment for learners to experiment and acquire the essential leadership skills that are beneficial to their personal and career development through both action and reflection. Eventually, the learners are able to develop leadership competency with the leadership theories through role-play tasks and acknowledge the importance of striking a balance between "Achieve the Task", "Build the Team" and "Develop individuals".

Certificate in Adventure Education: Principles and Application (AE)

This course aims to provide an introduction to the fundamentals of Adventure Education including the basic theoretical knowledge, the core competences in planning, facilitating and evaluating adventure education programmes and the essential technical skills on ground activities. Through practice, group activities and coaching, the course is also intended to provide a safe environment for participants to experience and acquire the essential Adventure Education skills that are beneficial to their personal and career development through both action and reflection. Such competences and skills are transferable to different Adventure Education settings.

Certificate in Expedition Skills (ES)

This course aims to equip learners with the competency in organizing an expedition on foot effectively so that they can be benefited from the adventures. It is designed to develop their essential knowledge and skills in planning, preparing and implementing expedition safely in backcountry. Eventually, the learners are required

to conduct a self-managed overnight expedition of at least 3 consecutive days, a field study on a selected topic and to present the expedition and study reports afterwards.

4.2 Programme Intended Learning Outcomes

Certificate in Leadership Skills (LS)

Upon completion of the Programme, learners should be able to:

- PILO 1 Illustrate the character of an effective leader.
- PILO 2 Perform basic leadership functions required by action-centered leadership.
- PILO 3 Choose an appropriate leadership style and approaches in achieving tasks.
- PILO 4 Organise members to work together as an effective team.
- PILO 5 Advise and support the development of team members.
- PILO 6 Demonstrate effective motivation techniques to enable team members to set their own goal and complete it effectively.
- PILO 7 Construct their own knowledge of leadership as the guiding principles for working with others as a leader.

Certificate in Adventure Education: Principles and Application (AE)

Upon completion of the Programme, learners should be able to:

- PILO 1 Identify the individual and group learning outcomes to inform the planning of the adventure activities.
- PILO 2 Apply the basic theoretical foundations of Adventure Education to design a coherent adventure programmes for a targeted group of learners.
- PILO 3 Select and facilitate various categories of portable activities for an adventure programme with specific educational objectives.
- PILO 4 Adapt a variety of props and materials to infuse fun, positive and appropriate risk taking and trust in low element adventure activities.
- PILO 5 Prepare and implement risk management plan for an adventure programme.
- PILO 6 Demonstrate effective framing and debriefing skills in processing the adventure experiences.
- PILO 7 Choose appropriate tools and instruments to evaluate the impact of an adventure programme.

Certificate in Expedition Skills (ES)

Upon completion of the Programme, learners should be able to:

- PILO 1 Identify the benefits of expedition, local and overseas, to the physical, mental and spiritual development of learners.
- PILO 2 Demonstrate land navigation skills.
- PILO 3 Apply camping and field cooking techniques in an expedition.

- PILO 4 Prepare an expedition plan and an expedition report with specific educational objectives.
- PILO 5 Evaluate risks in expedition and respond with necessary safety procedures.
- PILO 6 Demonstrate environmentally ethical expedition practices.
- PILO 7 Organise and carry out an overnight expedition of a minimum of 3 days duration with specific field study project.

4.3 Programme Structure

Certificate in Leadership Skills (LS)

Module Title	QF Credits
Session 1 Welcome, Objectives and Course Administration	5
Session 2 Action Centred Leadership	
Session 3 Checklist of a Leader	
Session 4 Use of Time	
Session 5 Creativity	
Session 6 Motivation	
Session 7 Leadership in Practice I & II: Cards & Jigsaw	
Session 8 Leadership in Practice III: Letter Point	
Session 9 Leadership in Practice IV: Indivisible Load	
Session 10 Leadership in Practice V: Adventure Based Leadership	
Session 11 Leadership in Practice VI: Site Survey	
Session 12 Leadership in Practice VII: Bulk Transport	
Session 13 Leadership in Practice VIII: Creativity	
Session 14 Leadership in Practice IX: Toxic	
Session 15 Leadership in Practice X: Contract	
Session 16 Assessment – Presentation	
Session 17 Assessment – Leadership Portfolio	

Module Title	QF Credits
Session 18 Personal Consultation	
Total	5

Certificate in Adventure Education: Principles and Application (AE)

Module Title	QF Credits
<p>Session 1 Course Introduction & Overview of Adventure Education</p> <ul style="list-style-type: none"> • Historical context of adventure education • Relationship between experiential learning & adventure education • Role, functions and features of adventure education programme 	10
<p>Session 2 Theoretical Foundations of Adventure Education</p> <ul style="list-style-type: none"> • Self-efficacy theory in adventure programming • Peak experience and Optimal arousal theory • Risk taking and Flow theory 	
<p>Session 3 Elements of Adventure Programme and Experiential Learning</p> <ul style="list-style-type: none"> • Categories and objectives of adventure games and activities • Portable adventure props, games & materials • Briefing and leading skills 	
<p>Session 4 Types of Adventure Programmes and Planning and Leading Adventure Programme</p> <ul style="list-style-type: none"> • Needs assessment and group formation • Adventure wave plan and stages of group development • Sequencing of adventure activities • Risk assessment and safety precaution 	
<p>Session 5 Group Dynamics and Adventure Wave Plan</p> <ul style="list-style-type: none"> • Gear and equipment for low-element challenge course • Low-element adventure activities • Risk management plan 	
<p>Session 6 Risk Management Planning</p> <ul style="list-style-type: none"> • Low-element challenge course • Risk management plan and spotting skills 	

Module Title	QF Credits	
Session 7 High & Low Elements Challenge Course <ul style="list-style-type: none"> • Low-element challenge course • Risk management plan and spotting skills 		
Session 8 Processing the Adventure Experience (I) <ul style="list-style-type: none"> • Role and function of facilitator • Experiential learning theory • Models of debriefing & reviewing strategies 		
Session 9 Processing the Adventure Experience (II) <ul style="list-style-type: none"> • Basic facilitation & discussion techniques • Ethics of processing adventure experiences 		
Session 10 Preparation of Adventure Programme Proposal and Evaluation of Outcomes <ul style="list-style-type: none"> • Programme proposal and programme outline • Programme activity plan and risk management plan • Evaluation tools and methods 		
Session 11 Practicum on implementing an Adventure Education Programme (I)		
Session 12 Practicum on implementing an Adventure Education Programme (II)		
Session 13 Written Examination		
Total		10

Certificate in Expedition Skills (ES)

Module Title	QF Credits
Part 1 – Unit 1 <ul style="list-style-type: none"> • Grid Reference • Use of Map and Compass • Navigation techniques • Route planning using route chart 	
Part 1 – Unit 2 <ul style="list-style-type: none"> • Field practice 	
Part 1 – Unit 3 <ul style="list-style-type: none"> • Field practice 	
Part 1 – Unit 4 <ul style="list-style-type: none"> • Practical test 	
Part 2 – Unit 1 <ul style="list-style-type: none"> • Expedition plan and report • Injuries and related treatments in expedition 	

Module Title	QF Credits
Part 2 – Unit 2 <ul style="list-style-type: none"> • Gears • Expedition project • Food and catering 	26
Part 2 – Unit 3 <ul style="list-style-type: none"> • Campcraft • Common accidents and first aid in expedition • Team and leadership 	
Part 2 – Unit 4 <ul style="list-style-type: none"> • Field practice for campcraft, food and catering and common accidents in the expedition 	
Part 2 – Unit 5 <ul style="list-style-type: none"> • Practice: 2-day overnight journey 	
Part 2 – Unit 6 <ul style="list-style-type: none"> • Emergency procedure • Weather • Nature Conservation 	
Part 2 – Unit 7 <ul style="list-style-type: none"> • Practice: 2-day overnight journey 	
Part 2 – Unit 8 <ul style="list-style-type: none"> • Tutorial - Preparation for the Assessment: 3-day overnight journey 	
Part 2 – Unit 9 <ul style="list-style-type: none"> • Assessment: 3-day overnight journey 	
Total	

4.4 Graduation Requirements

All Programmes

- Obtain grade 'D' or above in overall grade and over 50% in all assessment components; and
- Achieve 80% attendance in classes and 100% attendance in workshop or outdoor activities.

4.5 Admission Requirements

All Programmes

- Completion of Secondary 6 or equivalent; or
- At least one-year experience as a member of venture/rover scout section or adult leader of the Scout Association of Hong Kong.

5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT

5.1 Variation and withdrawal of this Accreditation Report

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.
- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.
- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Variation or Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal

against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.

- 5.2.4 Please refer to Cap 592A (www.elegislation.gov.hk) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: www.hkqf.gov.hk.

5.3 **Qualifications Register**

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the QR at www.hkqr.gov.hk for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

Ref: VA114/02/02a, 03a, 04

