



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

SUMMARY ACCREDITATION REPORT

**Coach Education Department,
Hong Kong Sports Institute Limited**

Learning Programme Re-accreditation

Foundation Certificate in Sports Coaching Theory

May 2017

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

1. Introduction

- 1.1 Coach Education Department, Hong Kong Sports Institute Limited (香港體育學院有限公司教練培訓部) is under the control of Hong Kong Sports Institute Limited. The Coach Education Department offers a wide variety of coach education programmes for athletes and potential coaches.
- 1.2 Based on the Service Agreement, HKCAAVQ was commissioned by Coach Education Department, Hong Kong Sports Institute Limited (香港體育學院有限公司教練培訓部) (the Operator) to conduct a Learning Programme Re-Accreditation exercise to assess and determine whether Foundation Certificate in Sports Coaching Theory continues to achieves the stated objectives and meets the Qualifications Framework (QF) standard at QF Level 2.
- 1.3 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit took place on 6 April 2017.

2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, HKCAAVQ makes the following accreditation determination:

Approval

Name of Operator(s)	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院有限公司教練培訓部
Name of Award Granting Body	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院有限公司教練培訓部
Title of Learning Programme	Foundation Certificate in Sports Coaching Theory 運動教練理論基礎證書
Title of Qualification(s) (Exit Award(s))	Foundation Certificate in Sports Coaching Theory 運動教練理論基礎證書
Primary Area of Study and Training	Education
Sub-area (Primary Area of Study and Training)	Education and Teacher Education

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 2
QF Credits	15
Mode(s) of Delivery and Programme Length	Part-time 6 months 157 notional learning hours (including 97 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	2 years 16 June 2017 to 15 June 2019
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 90 learners per year Maximum of 30 learners per class
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
Notes to be indicated on the QR	This programme includes Practicum for 3 QF credits to be conducted in 30 hours. 此課程包括 30 小時的實習，佔 3 資歷學分。
Address of Teaching/ Training Venue(s)	25 Yuen Wo Road, Shatin, New Territories 新界沙田源禾路 25 號

Recommendations
<ol style="list-style-type: none"> 1. The Operator is recommended to develop a training manual with guidelines on the scope of coverage and format of the teaching materials for the use of teaching staff to ensure that the training materials are more systematically developed and have better alignment among different modules. 2. The Operator is recommended to ensure that the reference materials presented to guide student learning are up-to-date.

3. The Operator is recommended to identify effective methods to assess that the applicants admitted possess adequate Chinese reading and writing skills to undertake the training activities.
4. The Operator is recommended to develop assessment rubrics with descriptions on the performance required for different grades. This is to ensure that different assessors could grade the written assessments with consistent and objective standards.
5. The Operator was recommended to review the graduation requirements so successful completion of the programme would reflect that the learners have attained all the programme intended learning outcomes.
6. The Operator is recommended to better ensure the quality of the assessment papers by fully implementing the quality assurance mechanism.

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

The programme aims to

- Provide participants with a broad coverage of updated and basic theoretical knowledge of sports coaching, coaching administration and sports science;
- Provide participants with practical practice and skills related to sports coaching which takes into account the needs and potential of coaching career and industry in Hong Kong;
- Provide participants' basic knowledge, practicum practice and practical skills related to coaching theories and sports science that meets current and anticipated future needs in sports coaching to equip their employment; and
- Provide participants with basic and solid foundation knowledge in sports coaching, coaching administration and sports science for further advancement in a higher level of certification course.

3.2 Programme Intended Learning Outcomes

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

- Apply the learning process, knowledge and skills to facilitate learning;
- Acquire and apply the skills in learning a sport-related skill with the information process;
- Demonstrate and identify the skills in applying different coaching process and styles;
- Understand and apply the basic knowledge of human anatomy in exercise;
- Apply and explain how the muscle, lung, heart and nerves work during exercise;
- Acquire the skills in applying the strategies to prevent, to treat and to manage sports injuries for athletes;
- Understand basic knowledge of sports industry in Hong Kong and running a sport organization, and demonstrate the skills of taking care of a sport team;

- Acquire the skills in applying the knowledge of goal setting, personality, arousal and anxiety in sports performance;
- Master the skills in applying the basic knowledge of resultant force, Newton's Law of Motion, angular motion, velocity and acceleration in different sports activities;
- Acquire the skills to administer the tests, analyse and interpret the data with simple explanation, and apply the fitness concept to prescribe exercise; and
- Master the skills in applying the coaching theories and sports science in coaching athletes of a sport team.

3.3 Programme Structure

Module Title	QF Credit
Learning Principles	
Skill Acquisition	
Coaching Principles	
Anatomy and Human Body	
Physiological Adaptations to Exercise	
Prevention and Management of Sports Injuries	
Event Planning and Sports Administration	
Psychological Skills in Sports	
Movement Principles	
Fitness Tests and Assessments	
Coaching Practicum	
Total	

3.4 Graduation Requirements

- Achieved at least an attendance rate of 90% totally in the course and at least 50% in each module;
- Achieved the minimum required overall score of 50% of all modules; and
- Passed the Coaching Practicum.

3.5 Admission Requirements

- Achieving Level 2 in 5 subjects of Hong Kong Diploma for Secondary Education (HKDSE) including 4 core subjects: Chinese, English, Mathematics and Liberal Studies or equivalent; OR
- Achieving a pass in 5 subjects in the Hong Kong Certificate of Education Examination (HKCEE) including Chinese, English and Mathematics or equivalent; OR
- Completion of Level 1 Sports-General Theory Course (Part A) offered by the Hong Kong Coaching Committee (HKCC) with 2 years of sports-related or coaching experience; OR
- Mature applicants (aged 21 or above) with 2 years of sports-related or coaching experience; AND
- Pass the admission interview.

4. Appeal

- 4.1 If the Operator is aggrieved by the determination made in this accreditation report, then pursuant to Part 3 of the Accreditation of Academic and Vocational Qualifications Ordinance (AAVQO) (Cap 592) 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. Please refer to Cap. 592A (<http://www.legislation.gov.hk/eng/home.htm>) 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 <http://www.hkqf.gov.hk>.

5. Substantial Change

- 5.1 The accreditation status of the learning programme(s) will lapse upon the expiry of the validity period or HKCAAVQ may withdraw the accreditation status at any time during the validity period if there are substantial changes made to the programme(s) that have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. The Guidance Notes can be downloaded from the HKCAAVQ website.

6. Qualifications Register

- 6.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the Qualifications Framework (QF). Operators should apply separately to have their quality-assured qualifications entered into the QR.
- 6.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification uploaded in the QR will be considered to have acquired a qualification recognised under the QF.

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