



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 2019

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA946), 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 Coach Education Department, Hong Kong Sports Institute Limited to conduct a Learning Programme Re-accreditation Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in AAVQO to determine whether the programme of the Coach Education Department, Hong Kong Sports Institute Limited (the Operator) meets the stated objectives and QF standard and can continue to be offered as an accredited programme
 - (i) Foundation Certificate in Sports Coaching Theory;
- (b) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement.

2. HKCAAVQ'S DETERMINATION

Learning Programme Re-accreditation

2.1 HKCAAVQ has determined that, the Foundation Certificate in Sports Coaching Theory meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 16 June 2019 to 15 January 2023.

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 Re-accreditation are specified as follows:

| | |
|------------------------------------|---|
| 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 |

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| | 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) |
| Validity Period | 16 June 2019 to 15 January 2023 |
| 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 |
| Vocational Qualifications Pathway 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. |

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| | 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, Sha Tin, New Territories, Hong Kong 香港新界沙田源禾路 25 號 |

2.4 Recommendation

HKCAAVQ offers the following recommendation for continuous improvement.

| Recommendation |
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| 1. The Operator should align the language used in the programme documents and training materials of the programme. Also, the Operator should provide proper and clear reference and publication sources for citations in the training materials to facilitate learners' learning. |

- 2.5 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 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 management of Hong Kong Sports Institute Limited. The Coach Education Department offers a wide variety of coach education programmes for athletes and potential coaches.

- 3.2 Based on the Operator's good track records, a differentiated accreditation approach has been adopted in the Learning Programme Re-accreditation Exercise.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 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 practicum practice and practical 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, practical practice and 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 a basic and solid foundation knowledge in sports coaching, coaching administration and sports science for further advancement in a higher level of certification course.

4.2 Programme Intended Learning Outcomes

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

- apply learning process, knowledge and skills to facilitate learning;
- acquire and apply skills in learning a sport-related skill with 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 goals 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.

4.3 Programme Structure

| Module | 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 | |

4.4 Graduation Requirements

- Achieved a score of at least 50% in each assessment;

- Passed the Coaching Practicum; and
- Achieved at least 50% of attendance rate for each module and an overall attendance rate of 80% for the 10 modules.

4.5 Admission Requirements

- Achieving Level 2 in five subjects of the Hong Kong Diploma for Secondary Education Examination (“HKDSE”) including four core subjects: Chinese, English, Mathematics and Liberal Studies or equivalent; OR
- Achieving a pass in five 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 two years of sports-related or coaching experience*; OR
- Mature applicants (aged 21 or above) with two years of sports-related or coaching experience; AND
- Pass the Admission Interview.

* For those who have completed Level 1 Sports-General Theory Course (Part A) offered by the Hong Kong Coaching Committee (HKCC), they should preferably have completed Form 5 level of secondary education in terms of academic qualification and with two years of coaching experience.

Applicants of the following two categories are required to take a Chinese written test in addition to admission interview in order to assess their Chinese reading and writing abilities:

1. mature applicants (aged 21 or above) with 2 years of sports-related or coaching experience; and
2. applicants who completed 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.

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 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 Qualifications Register ("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: VA153/02/01b

