



Policy for Recognition of Prior Learning

Version History

Version Number	Date Updated	Created/Updated by	Comments	Approved by Board
V01	06/01/2017	PC/RMC/GDL		26/06/2017

Purpose

1. Application can be made by fencing coaches to Scottish Fencing (SF) for consideration and recognition of prior learning, qualifications and experience which may be considered by Scottish Fencing to be at least the equivalent of qualifications within Scottish Fencing's Coach Development Programme (SFCDP). This process, Recognition of Prior Learning (RPL), will be of particular interest to coaches whose qualifications and experience have been obtained outside the UK and who now wish to work in Scotland, or for coaches who have gained significant experience within the UK and who wish to gain a coaching award that reflects the level at which they are operating in Scotland.

Process

2. This process is open only to members of Scottish Fencing; consequently, no application will be considered until the applicant is a member of Scottish Fencing. To begin the process, the applicant should contact Scottish Fencing's Coach Education Manager and discuss their particular circumstances. An RPL application form must then be completed and submitted together with supporting documentation and two references. Where necessary, English translations of documents should be included.
3. Scottish Fencing's Coach Education Manager may request a personal interview and a demonstration of the coaching ability of the applicant prior to any decision being reached.
4. The Coach Education Manager will submit a report, with recommendations, to the Chief Operating Officer (COO) of Scottish Fencing. The report will detail the learning, qualifications, and experience of the applicant, together with the Coach Education Manager's assessment, with supporting evidence, of which level of the SFCDP best reflects

the applicant's current skills and abilities as a coach. Specific reference will be made to the skill criteria and performance outcomes detailed for each level within the SFCDP. The SF COO will ensure that the process has been correctly applied, in compliance with this process and the relevant SF Codes of Conduct and Equality Policy. The COO will authorise the Coach Education Manager to confirm the proposed award.

If the application is successful, the applicant must apply to be registered on the British Fencing Register of Coaches, unless already registered.

Decision

7. The Coach Education Manager can recommend approval of the application; he/she may also decline the application, or ask for further supporting evidence. Where the application is declined, the applicant must be informed of the areas of learning, qualification or experience that will need to be addressed before a subsequent application will be considered.

Appeal

8. An appeal against the decision of the Coach Education Manager can be made within 14 days of the decision being conveyed to the applicant. The appeal will be considered by the Director of Scottish Fencing responsible for Coach Education.

SCOTTISH FENCING
Recognition of Prior Learning Application Form

Name.....

Fencing Club.....

Home Address.....

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Mobile:Email:

Scottish Fencing Membership no.

I wish to have my previous learning/qualifications/experience considered in support of my application for a Scottish Fencing Coaching Award. (Please attach evidence to this form).

Please tick as appropriate, evidence attached to this form.

- Written evidence of prior learning
- Written evidence of prior experience
- Copies of relevant qualifications
- Contact details for two independent referees

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Signature of applicant Date

Date received by Coach Education Manager.....

Date received by SF COO.....

Date of decision.....