



Level 3 Outdoor Activity Instructor

End-Point Assessment Specification

About Us

1st4sport is an industry specialist recognised awarding organisation regulated in England by Ofqual, in Wales by Qualifications Wales, and in Northern Ireland by CCEA Regulation. We are committed to delivering high-quality educational solutions within the outdoor learning and activity sector.

EPA Overview

EPA Title:	1st4sport Level 3 End Point Assessment Outdoor Activity Instructor
EPA Regulation Number:	ST0479/V1.1
Level:	3
On-Programme Duration:	Typical: 12 months Minimum: 12 months
Total EPA Timeframe:	EPA must be completed within two months once gateway requirements are met

EPA Objective

The 1st4sport Level 3 Outdoor Activity Instructor EPA is designed to assess apprentices against the apprenticeship standard, ensuring that they can demonstrate competence in delivering outdoor activity sessions, ensuring participant safety, and promoting engagement with outdoor learning.

EPA Purpose

This EPA validates that apprentices have developed the necessary knowledge, skills, and behaviours to safely plan, deliver, and review outdoor activity sessions. It ensures that apprentices understand risk management, environmental sustainability, and how to support participant engagement through high-quality instruction.

EPA Gateway Requirements

Before entering the End-Point Assessment, apprentices must:

- Complete at least 12 months of training.
- English and Maths requirements:
 - Apprentices aged 16 to 18 (or where required by the employer):
Achieve Level 2 English and Maths.
 - Apprentices with an Education, Health and Care Plan (EHCP) or a Learning Difficulty Assessment (LDA): The minimum requirement is Entry Level 3 in English and Maths instead of Level 1.
- Submit a portfolio of evidence (for the Professional Discussion).
- Employer must confirm the apprentice is ready for EPA.

Once all gateway requirements are met, the two-month EPA period begins.

Practical Test

The practical test assesses the apprentice's ability to plan, deliver, and evaluate an outdoor activity session. It includes a written session plan, a live session observation, and questioning.

- Duration: Three hours (includes session planning, delivery, and questioning).
- Key Areas Assessed:
 - Session planning, including risk assessment and safety measures.
 - Delivering the session effectively, engaging participants.
 - Adapting to environmental changes and participant needs.
 - Managing resources and sustainability considerations.
 - Reflecting on session success and areas for improvement.

Professional Discussion

The professional discussion assesses the apprentice's ability to reflect on their knowledge and practical experience, supported by their portfolio of evidence.

- Duration: 45 minutes.
- Key Topics:
 - Health and safety, and risk management in outdoor activity sessions.
 - Instructional methods and participant engagement techniques.
 - Environmental sustainability in outdoor instruction.
 - Personal reflection and professional development.

Requirements – Knowledge, Skills and Behaviours

The professional discussion assesses the apprentice's ability to reflect on their knowledge and practical experience, supported by their portfolio of evidence.

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Preparing for sessions	How to collate and use information about the participants in order to run the session such as group size, age, mental and physical ability, and relevant medical information.	Find information on: the activity type and timings; outcome requirements; participant age; medical information; equipment and resourcing allocation; venue; weather conditions.
	How to meet desired outcomes of the session g. recreation and enjoyment, increasing self-confidence, learning about a local habitat.	Prepare sessions to achieve the required outcomes g. enjoyment, thrill seeking, personal or team challenges, acquisition of new knowledge or skills.
	The approved options for adapting a session to accommodate predictable environmental changes.	Select methods to meet all participant needs g. visual impairment, mental and physical ability.
	The organisation's procedures and standards relevant to the session being delivered.	Select methods to respond to potential changes in the environment. wind increasing in a sailing session or rain making conditions slippery underfoot.
	Activity venue locations and access arrangements.	Collect appropriate equipment and resources.
		Ensure the venue is set-up and ready to be used.

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Delivering sessions	The relevant operational procedures related to session delivery to meet Health & Safety, environmental sustainability, safeguarding and data protection requirements.	Maintain self and group safety when delivering the session.
	Why an appropriate activity briefing is important, what it needs to include and where to source the relevant information.	Deliver an effective session briefing with clear instruction and following organisational procedures.
	How to guide participants to the venue in a safe and efficient manner.	Perform a competent demonstration of the skills required for the activity or subject at the appropriate level for the session.
	Information about the training activity or subject at the required level to deliver the session.	Provide on-going instruction to encourage learning and progression.
	Basic good practice protocols and techniques for giving instructions and demonstrations. visual, verbal.	Follow organisational operating procedures to adapt to changes in the environment. E.g. thunderstorm, a wind shift to offshore in a surfing session.
		Select and implement organisational procedures to deal with routine problems. broken equipment.
	How to identify hazards in the environment they are working and the dynamic	Provide basic First Aid to respond to accidents in a safe,

	changes that may occur	prompt and effective manner. e.g. injured participant.
	How to minimise environmental impact and support sustainability g. picking up litter, not broadening paths.	Initiate organisational procedures to summon support in the case of incidents or accidents.
	How to respond to problems: A grasp of common problems and issues related to outdoor working in general, and the businesses specific products offering.	
	How to respond to and deal with incidents or accidents that may occur during the session.	

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Meeting session outcomes	The organisation's set approaches for instructing or teaching each activity in order to meet the defined outcomes of each session.	Use the organisation's set approaches for learning delivery.
	Simple techniques to ensure engagement and participation by all. Energisers, sharing responsibilities, appropriate pace.	Support individual and group engagement and participation in the session. Energisers sharing responsibilities, appropriate pace.
	How to use open questions and observation to check understanding and progression of learning.	Change the pace of the session to match participants' speed of learning.
	How to recognise participants	Identify and support

	that have additional support requirements. Nervousness, short attention span, disengagement.	the individual participants' needs g. give personal attention, active listening, allow additional time, encouragement.
	Simple techniques for dealing with conflict and challenging behaviours.	Apply simple techniques to deal with conflict and challenging behaviour. Redirection, increasing responsibility.
	Simple techniques and questioning styles to aid review of sessions in meeting required outcomes.	Use simple review techniques to check the achievement of required outcomes e.g. thumbs up; rounds; memorable moments.

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Completing sessions	How the venue should be left and equipment and resources returned - including adherence to any reporting policies.	Signpost participants to progression routes.
		Complete a session within time, including the restoration of the venue, return of equipment and resources and any logging or recording requirements.
		Use participant feedback and own reflection to suggest improvements to sessions.

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Organisation requirements	How the organisation, and profession, should be represented to include knowledge of the breadth and range of the organisations products and operating standards.	Communicate with customers and colleagues in a clear, concise and effective manner.
	The organisation's expectations on how to engage and communicate with participants, organisers and work colleagues.	Handle information in a way that conforms to policy and protects data.
		Assist with the development and preparation of resources and support colleagues delivering sessions

	Knowledge and Understanding The Outdoor Activity Instructor knows and understands:	Skills The Outdoor Activity Instructor is able to:
Professional practice	The profession's policy on equality and diversity.	Actively encourage whole group participation and promote equality and diversity.
	Good practice regarding session structure to encourage participation and inclusion while protecting sensitive participant information.	Undertake activities to further develop knowledge and personal skills.
	Sources for continuing development. E.g. IOL Membership.	Reflect on own performance and make refinements.

Behaviours	<ul style="list-style-type: none"> • Show punctuality, diligence, commitment, and appropriate appearance. • Is enthusiastic for the organisations products and loyal to the employing organisation and brand. • Actively respects the environment and encourages behaviours in others that preserves it. • Is encouraging towards participants and supports each person to achieve to their limit. • Promotes on-going use of the outdoors and onward progression. • Shows a positive attitude with all colleagues and all customers come rain or shine.
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Overall EPA Grading

Practical Test	Professional Discussion	Final Grade Awarded
Fail	Fail	Fail
Fail	Pass	Fail
Pass	Fail	Fail
Pass	Pass	Pass
Distinction	Pass	Pass
Pass	Distinction	Pass
Distinction	Distinction	Distinction

EPA Method

Assessment Method	Format	Grading
Practical Test	Observed session planning & delivery with Q&A	Fail / Pass / Distinction
Professional Discussion	Structured discussion based on portfolio evidence	Fail / Pass / Distinction



1st4sport offers you an extensive range of qualifications for the Active Leisure, Learning and Well-being sector. Our qualifications are proof to employers of practical knowledge, ability and skill and are delivered part-time and full-time at centres throughout the UK.

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