

Welcome to the 1st4sport ActivTech 2022 - 2023 Newsletter. This newsletter provides 1st4sport Recognised Centres with key dates and information for the 1st4sport ActivTech qualifications for the 2022 – 2023 academic year. The 1st4sport ActivTech suite includes the following qualifications:

- 1st4sport Level 2 Diploma in Coaching Sport and Instructing Physical Activities (L2DSPA)
- 1st4sport Level 2 Certificate in Active Leisure, Sport and Physical Activities (L2CALSPA)
- 1st4sport Level 3 Diploma in Sport and Physical Activities (L3DSPA)

This newsletter details the key dates for each of the above qualifications for the 2022 – 2023 academic year including:

- Submission deadlines to enter learners for examinations
- Submission deadlines for internal assessment grades to 1st4sport
- Submission deadlines for reasonable adjustments requests
- Dates and times of examinations
- Release dates of examination results
- Release dates of external assessments
- Release dates of qualification grades

### **1. Registration of Learners onto 1st4sport Qualification**

As per the 1st4sport registration and certification policy, Learners must be registered as soon as possible following their induction into the course, with registration taking place no later than five working days from the date of the learner's induction. No assessment activities can be carried out by the Centre until the learner is registered with 1st4sport. This is to ensure that the learner's interest are protected. The only exception to this is the initial assessment carried out by the Centre during the learner's induction to ensure correct level of entry.

### **2. Reasonable Adjustments**

1st4sport can support learners requiring reasonable adjustments for external and internal assessed components of the ActivTech qualification, this includes but not limited to, examinations, learner portfolios, case studies, presentations, coursework. In accordance with the 1<sup>st</sup>4sport Access Arrangement' policy, Centres must review Learner requests for Reasonable Adjustment and provides evidence to support this. Where Learners require a reasonable adjustment(s) to be made, the Centre completes the '1st4sport Access Request' form and submits to [centreservices@1st4sportqualification.com](mailto:centreservices@1st4sportqualification.com). The '1st4sport Access Request' form is available from the 1st4sport Centre portal.

When registering the learner onto the 1st4sport qualification, reasonable adjustments are required to be made simultaneously. Therefore, Learner reasonable adjustments must be made to 1st4sport no later than five working days from the date of the learner's induction.

Where Learners are identified as requiring reasonable adjustments during the qualification, 1st4sport will review these applications on a case-by-case basis. Centres must raise the reasonable adjustment request to [centreservices@1st4sportqualifications.com](mailto:centreservices@1st4sportqualifications.com) attaching any supporting evidence.

### 3. Internal Assessment – Centre Grading Sheet

For internal assessments, Centres must complete the ‘1st4sport Centre Grading Sheet’ for the nominated ActivTech qualification(s). The ‘1st4sport Centre Grading Sheet’ is an excel spreadsheet where the internal assessment grade(s) for each learner registered on an ActivTech qualification is recorded.

For learners who are intending to be certificated in summer 2023, Centres must complete the ‘1st4sport Centre Grading Sheet’, and submit a copy of the final version to [exams@1st4sportqualifications.com](mailto:exams@1st4sportqualifications.com) no later than 17:00 on Friday 16<sup>th</sup> June 2023. The learners internal assessed grades shown on the ‘1st4sport Centre Grading Sheet’ will be subject to quality assurance moderation checks. Quality assurance moderation checks will be conducted between Monday 19<sup>th</sup> June 2023 and Friday 7<sup>th</sup> July 2023.

Following feedback from stakeholders, please note, we are currently revising the ‘1st4sport Centre Grading Sheet’, therefore, we will communicate once the updated version is available from the Centre Portal.

### 4. External Assessments

#### 4.1 Externally Assessed Portfolio of Evidence and Case studies

Table 1. shows ActivTech qualifications that have assignments, portfolio of evidence and/or case studies that are externally assessed. Centres are required to submit copies of their learners work for the named units in Table 1. to [exams@1st4sportqualifications.com](mailto:exams@1st4sportqualifications.com) no later than Friday 16<sup>th</sup> June 2023 to allow the assessment to be marked by subject specialists.

**Table 1.**

Qualification Title	Unit Title	External Assessment Component	Final submission date of learners work to 1st4sport
L3DSPA	Apply Psychology for Sport and Physical Activity	Learner Portfolio of Evidence (60%)	Friday 16 <sup>th</sup> June 2023
	Develop the community through sport and physical activity	Case study on organising an event (50%)	Friday 16 <sup>th</sup> June 2023

#### 4.2 Externally Assessed Examinations

For the 2022 – 2023 academic year, 1st4sport will hold three series of ActivTech examinations to provide learners with the maximum opportunity to undertake their assessment and complete their qualification. The three ActivTech examination series coincide with the school terms and are, November 2022, March 2023, and a re-sit examination series in June 2023. Learners who undertake examinations in November 2022 can re-sit in March 2023 and in June 2023 if required. The June 2023 examination is for learners undertaking re-sits only.

To ensure and maintain the integrity of 1st4sport examinations, each examination series has specific deadlines which the 1st4sport Recognised Centre must meet to enter learners. Tables 2, 3 and 4 below indicate the key dates and deadlines for each examination series for the ActivTech qualifications for the forthcoming academic year.

#### **4.3 Registering Learners for ActivTech externally assessed examinations**

The 'Exam Entry Deadline' is the final date for Centres to register learners for a particular ActivTech examination. The 'Exam Entry Deadline' is specific to each examination series and the 'Exam Entry Deadline' for each examination for the 2022-2023 academic year can be found in Tables 2, 3 and 4 below.

Centres must complete the "4.5 Request for Written Assessment ActivTech" form to register learners for externally assessed examinations included within the ActivTech suite of qualifications. The "4.5 Request for Written Assessment ActivTech" form is available from the 1st4sport Centre portal.

#### **4.4 Late Examination Registrations**

Where requests to register learners for externally assessed examinations are received later than the "Exam Entry Deadline" for the nominated examination a late registration fee will be applied. 1st4sport fees can be found in the 1st4sport fees and charges 2022 –2023 document available on the 1st4sport Centre portal or upon request from [centreservices@1st4sportqualifications.com](mailto:centreservices@1st4sportqualifications.com).

#### **4.5 Examination Re-sit Fees**

Learners will have the opportunity to undertake examinations in the November 2022 and March 2023. The June 2023 examination is for learners who require to re-sit the examination due to not achieving a pass mark or above, from the November 2022 and/or the March 2023 window. As per the 1st4sport fees and charges 2022 –2023 policy, a re-sit fee will be applied to learners on their second and third attempt(s) at an externally assessed examination. The 1st4sport fees and charges 2022-2023 policy is available from the 1st4sport Centre portal.

#### **4.6 Past Examination Papers**

1st4sport have added two past examination papers and mark schemes for the L2CALSPA to the 1st4sport Centre portal to support learning revise and prepare for their examinations. Due to the nature of the assessment there is no past papers available for the L2DSPA or L3DSPA qualifications.

#### **4.7 Examination Series: Key Dates**

The three tables below indicate the key dates for each examination series: November 2022, March 2023 and June 2023. Table 2 shows the key dates for the November 2022 examination series, Table 3 shows the key dates for the March 2023 examination series, and Table 4 shows the key dates for the June 2023 examinations.

**Please note:** The March 2023 and June 2023 examination timetable is subject to change due to other Awarding Organisations not releasing their summer 2023 timetable at the time of this newsletter being circulated. Should you have any objection to the date and/or time of the March 2023 and/or the June 2023 ActivTech examination please write to [exams@1st4sportqualifications.com](mailto:exams@1st4sportqualifications.com) outlining your reasons and your proposed date for the examination(s) no later than 30<sup>th</sup> September 2022.

Table 2: November 2022 ActivTech Examination Series: Key Dates

1st4sport Qualification Details			Examination Details			Deadlines to:	
Qualification Title	Unit Title	Exam Code	Examination Date	Examination Time		Enter Learners for November 2022 Exam (Exam Entry Deadline)	Release November 2022 Exam Results to Centres
				Start	Finish		
L2CALSPA	Career Pathways in Active Leisure	A/507/8134	Tuesday 8 <sup>th</sup> November 2022	09:00	09:30	Friday 7 <sup>th</sup> October 2022	Friday 16 <sup>th</sup> December 2022
	Participating in Sport and Physical Activity	TQU3-EAE		11:00	11:30		
L2DSPA	Safeguard Participants	H/507/8175	Tuesday 8 <sup>th</sup> November 2022	09:00	10:00	Friday 7 <sup>th</sup> October 2022	Friday 16 <sup>th</sup> December 2022
	Develop the Physique of the Participant	K/507/8176		11:00	12:00		
L3DSPA	Apply Physiology to Sport and Physical Activity	D/507/8126	Tuesday 8 <sup>th</sup> November 2022	09:00	10:30	Friday 7 <sup>th</sup> October 2022	Friday 16 <sup>th</sup> December 2022
	Apply Nutrition to Sport and Physical Activity	H/507/8127		11:00	12:30		

**Table 3: March 2023 ActivTech Examination Series: Key Dates**

1st4sport Qualification Details			Examination Details			Deadlines to:	
Qualification Title	Unit Title	Exam Code	Examination Date	Examination Time		Enter Learners for March 2023 Exam (Exam Entry Deadline)	Release March 2023 Exam Results to Centres
				Start	Finish		
L2CALSPA	Career Pathways in Active Leisure	A/507/8134	Tuesday 7 <sup>th</sup> March 2023	09:00	09:30	Friday 3 <sup>rd</sup> February 2023	Friday 14 <sup>th</sup> April 2023
	Participating in Sport and Physical Activity	TQU3-EAE		11:00	11:30		
L2DSPA	Safeguard Participants	H/507/8175	Tuesday 7 <sup>th</sup> March 2023	09:00	10:00	Friday 3 <sup>rd</sup> February 2023	Friday 14 <sup>th</sup> April 2023
	Develop the Physique of the Participant	K/507/8176		11:00	12:00		
L3DSPA	Apply Physiology to Sport and Physical Activity	D/507/8126	Tuesday 7 <sup>th</sup> March 2023	09:00	10:30	Friday 3 <sup>rd</sup> February 2023	Friday 14 <sup>th</sup> April 2023
	Apply Nutrition to Sport and Physical Activity	H/507/8127		11:00	12:30		

Table 4: June 2023 ActivTech Examination Series: Key Dates

1st4sport Qualification Details			Examination Details			Deadlines to:	
Qualification Title	Unit Title	Exam Code	Examination Date	Examination Time		Enter Learners for June 2023 Exam (Exam Entry Deadline)	Release June 2023 Exam Results to Centres
				Start	Finish		
L2CALSPA	Career Pathways in Active Leisure	A/507/8134	Tuesday 27 <sup>th</sup> June 2023	09:00	09:30	Friday 5 <sup>th</sup> May 2023	Friday 11 <sup>th</sup> August 2023
	Participating in Sport and Physical Activity	TQU3-EAE		11:00	11:30		
L2DSPA	Safeguard Participants	H/507/8175	Tuesday 27 <sup>th</sup> June 2023	09:00	10:00	Friday 5 <sup>th</sup> May 2023	Friday 11 <sup>th</sup> August 2023
	Develop the Physique of the Participant	K/507/8176		11:00	12:00		
L3DSPA	Apply Physiology to Sport and Physical Activity	D/507/8126	Tuesday 27 <sup>th</sup> June 2023	09:00	10:30	Friday 5 <sup>th</sup> May 2023	Friday 11 <sup>th</sup> August 2023
	Apply Nutrition to Sport and Physical Activity	H/507/8127		11:00	12:30		

## 5 Qualification Grade Results

Table 5 indicates when the learners ActivTech qualification grade is released to Centres.

Table 5.	
Qualification Title	Qualification Result Release Date
L2CALSPA	23 <sup>rd</sup> August 2023
L2DSPA	23 <sup>rd</sup> August 2023
L3DSPA	16 <sup>th</sup> August 2023

Please note that the A Level and GCSE 2023 'results days' are yet to be determined, therefore, the dates indicated in Table 5 are subject to change. Should the dates require changing, 1st4sport will write to you informing of the new Qualification Result Release Date.

## 6 EQA Visit

Your centre may be subject to an EQA visit within the 2022-2023 academic year. The EQA will contact your Head of Centre/ Centre Administrator if this is the case for your Centre.

## 7 Appeals

In accordance with the 1st4sport Appeals policy, appeals can be made against learner results up to 30 working days of receiving the original decision, the outcome of an enquiry or the outcome of a review of an appeal (stage 1). For further guidance on submitting an appeal to 1st4sport, please refer to our Appeals policy on the 1st4sport Centre portal.

## 8 Qualification Certification

Once the appeals period of 30 working days has lapsed from the date the qualification results are released to Centres, our Centre Services Team will commence issuing the learner qualification certificates and dispatching them accordingly. Centres are not required to request for certification for ActivTech qualifications.

## 9 Performance Table Qualifications (PTQs)

The 1st4sport suite of Activtech qualifications are currently included on the Department for Education (DfE) performance tables.

We are, however, writing to advise that the 1st4sport Level 2 Certificate in Active Leisure, Sport and Physical Activities (L2CALSPA), Ofqual Qualification Number 601/7678/7 will not be included in the Performance Table for the 2024-2025 academic year. Thus, the last year that the L2CALSPA is listed on the Performance Table will be the 2023-2024 academic year. The 1st4sport Level 2 Diploma in Coaching Sport and Instructing Physical Activities (L2DSPA) and the 1st4sport Level 3 Diploma in Sport and Physical Activities (L3DSPA) are included in the Performance Table for the 2024-2025 academic year.