

Accredited Prior Learning (APL)

The BCU is committed to *Excellence in Coaching*.

The BCU recognises that many aspirant coaches and coaches wishing to transfer from other award systems or other countries may bring relevant experiences and qualifications to their coaching from other sports, countries and learning opportunities. These may be supportable through the BCU's **Accredited Prior Learning (APL)** service.

The BCU APL service will consider other, nationally recognised, professional awards and will recognise training and assessment schemes other than its own where they are identifiable as being of equal or higher standard.

Examples of qualifications which may form pathways into current BCU Awards include:

- Awards from previous BCU Schemes
- Awards from other Sports
- Awards from other countries
- HE / FE Qualifications in a relevant subject area

The APL Service is free to BCU Home Nation members. For non-members a fee of £25 is payable on submission of the application form. This fee is non-refundable for unsuccessful applications.

The Submitting an APL Application

Applications relating to direct entry at BCU UKCC L2 Training or MWE should be submitted to the Home Nation Coaching Lead. More information is available on pages 4-5. All other applications for APL should be submitted to *BCU Awarding Body APL Coordinator, 18 Market Place, Bingham, Nottingham, NG13 8AP, and must include the following:*

- Completed APL Application Form
The application form must provide clear evidence of attainment and professional assessment of the skills contained within the award against which APL is sought.

The appropriate BCU Award Syllabus and structure should be used to assist in the writing the application. Where possible, the award held and the BCU Award should be matched up. Copies of the BCU syllabi can be downloaded from the BCU Home Nation websites or obtained from the BCU Awarding Body, 18 Market Place, Bingham, Nottingham, NG13 8AP.

- Details of 2 Referees
For some applications it may be deemed necessary to seek further insight into relevant content. In such cases the APL Panel will contact one or both of the named referees.

Referees should be individuals who know the applicant reasonably well in a capacity which enables them to give a meaningful reference. They should provide an honest and positive reference, in the context of the application. At

least one of the referees should be a current BCU Coach Educator (or equivalent) and able to testify to the applicant's experience. Alternatively, the referees should have a verifiable understanding of both the qualification/award the applicant aims to achieve and the pre-requisites that APL is sought against.

Once an applicant has selected their referees, they should speak to them before submitting the application to ensure that they are happy to be a referee and that they feel able to verify the experience as detailed in the application.

Where relevant applicants are also required to submit:

- Copies of certificates for existing qualifications and awards.
Where the application includes details of awards held with other organisations, or achieved through a BCU Home Nation other than that with which your membership is held, copies/scans of certificates should be included.

An applicant wishing to APL an award from another country or National Governing Body (NGB) must also provide a copy of the syllabus in English.

- Current logbook
Where a logbook provides evidence of current activity and working to the level required, preferably under conditions relevant to paddlesport coaching in the UK a copy must be submitted with the application form.
- Payment
For applicants who do not hold BCU Home Nation membership £25 payment must be submitted. Cheques should be made payable to the British Canoe Union. Payment can also be made over the phone by calling 08453709503

BCU Internal Process

Submitted applications are logged and forwarded to the APL Coordinator. The BCU APL Panel review applications quarterly and make a decision based on the evidence supplied. The applicant is notified in writing of the result within two weeks of the APL Panel meeting.

Possible Outcomes

- Where the application provides sufficient verifiable evidence to show prior learning at or above the relevant level, APL may be awarded.
- Where there is insufficient evidence to support equivalency the application APL will be declined.
- The APL Panel does not grant awards. Where an applicant wishes to achieve an award they may be granted APL for the training but will need to complete the assessment in order to obtain certification.

Appeals Procedure

An applicant may appeal the decision of the APL Panel. In such cases a written appeal should be forwarded to the APL Coordinator, with a fee of £50. If the appeal is upheld, the fee will be refunded.

Application Review Calendar

Applications for APL are reviewed on a quarterly cycle JAN / APR / JULY / OCT. Applications must be received by the 1st of the month in which will be considered. **In some circumstances, therefore, it may be more appropriate to register and complete training.**

APL Routes not requiring referral by APL Panel

Pages 4 and 5 detail routes which allow candidates to progress and obtain APL directly by Home Nation Coaching office.

If you wish to apply for APL against one of the following routes, you must send your completed application directly to your Home Nation Coaching Office in the first instance to avoid delay. Home Nations are in a position to validate the following APL routes without referral to the APL Panel.

Canoe England
18 Market Place
Bingham
Nottingham NG13 8AP
Tel: 0845 370 9500
Fax: 0845 370 9501
Email: coaching@bcu.org.uk
Website: www.canoe-england.org.uk

Scottish Canoe Association
Caledonia House
1 Redheughs Rigg
South Gyle
Edinburgh EH12 9DQ
Tel: 0131 317 7314
Fax: 0131 317 7319
Email: coaching@canoescotland.org
Website: www.canoescotland.org

Canoe Wales
Canalfan Tryweryn
Frongoch
Bala
Gwynedd LL23 7NU
Tel: 01678 521083
Fax: 01678 521158
Email: welsh.canoeing@virgin.net
Website: www.welsh-canoeing.org.uk

Canoe Association of Northern Ireland
Unit 2 Rivers Edge
13-15 Ravenhill Road
Belfast BT6 8DN
Tel: 0870 240 5065
Email: office@cani.org.uk
Website: www.cani.org.uk

Using APL for direct entry into BCU UKCC Level 2 Training

Candidates who wish to enter the current BCU Coaching Scheme directly into BCU UKCC Level 2 Training are required to apply via the BCU APL Service. Applications for direct entry to Level 2 Training are considered by the Home Nation Coaching office. Evidence will be considered and where it is evident that the candidate has prior learning or experience that equates to the BCU Level 1 Training and or Assessment Package APL may be granted. Successful candidates must demonstrate:

☐ **Knowledge of how to coach**

Examples of appropriate evidence include:

- o Teaching Qualification and/or Qualified Teacher Status
- o A UKCC Coaching Award from another Sport
- o BCU Coach Training Course in a previous scheme

☐ **Good practice knowledge of running paddlesport Taster Sessions in Canoe and Kayak**

Examples of appropriate evidence include:

- o Relevant experience within a supportive environment
- o BCU Coach Training Course in a previous scheme

☐ **The Remaining Level 1 and 2 Prerequisites:**

- o Foundation Safety and Rescue or Canoe Safety Test
- o 2 Star in both Canoe and Kayak
- o 3 Star
- o An Appropriate First Aid Award

Where an applicant meets some, but not all of these requirements it is possible they will be recommended for direct entry to Level 1 Transfer and the application will need to be referred to the BCU APL Panel.

Please note:

Level 1 Transfer: Any BCU Coach qualified on a previous coaching scheme may proceed directly to BCU UKCC Level 1 Transfer. Coaches will be required to meet the other prerequisites for Level 1 Transfer, namely:

- o Membership of their Home Nation Association
- o 2 Star in both Canoe and Kayak
- o Foundation Safety and Rescue or Canoe Safety Test

Level 2 Transfer: Coaches who hold a BCU Level 2 certificate from a previous scheme may automatically APL the requirement to complete BCU UKCC Level 1, or 2 Training before proceeding to BCU UKCC Level 2 Transfer. Coaches must meet the other prerequisites for BCU UKCC Level 2 Transfer, namely;

- o Membership of their Home Nation Association
- o 2 Star in both Canoe and Kayak
- o 3 Star Award
- o Foundation Safety and rescue or Canoe Safety Test
- o Appropriate First Aid Award

Using APL for direct entry into BCU Moderate Water Endorsement

Coaches qualified in a previous BCU Coaching Scheme who wish to access the Moderate Water Endorsement may do so through application for APL.

Amongst the pre-requisites for Moderate Water Endorsement is the requirement to hold the BCU UKCC Level 2. Where coaches are able to demonstrate prior learning or experience that equates to the BCU (UKCC) Level 2 Training and Assessment Package, entry to Moderate Water training may be permitted. Applications are considered by the Home Nation Coaching office, who examine the evidence against the following criteria:

☐ **Knowledge equivalent to BCU (UKCC) Level 2**

Examples of appropriate evidence include:

- o BCU Level 2 from a previous team, in canoe or kayak; AND EITHER
 - BCU Level 3 from a previous scheme in one or more discipline ; OR
 - UKCC Level 2 Coaching Award from another Sport

☐ **Experience equivalent to BCU (UKCC) Level 2**

Examples of appropriate evidence include:

- o Experience of planning, delivering and reviewing a series of 6 progressive coaching sessions
- o Relevant experience within a supportive / mentored environment

☐ **Remaining Moderate Water Prerequisites:**

- o Relevant Star Award: 4 Star leader in the discipline concerned
- o First Aid Award: 2-Day First Aid (inc CPR) within last 3 years
- o Registration Fee: £17.50 for BCU Comprehensive Members
- o Age: 18 years of age, or older

Where an applicant meets some, but not all of these requirements the application will be referred to the BCU APL Panel.

Notes:

1. BCU Level 2 coaches in one or both disciplines, qualified in a previous scheme, wishing to transfer to the UKCC endorsed scheme must complete the BCU UKCC Level 2 Transfer module before progressing to BCU UKCC Level 2 Assessment. This route will also entitle them to progress to Moderate Water without APL.
2. Candidates applying to APL BCU (UKCC) Level 2 in order to progress to Moderate Water Endorsement do not need to show Canoe and Kayak experience but do need to have Coaching Process knowledge equivalent to BCU (UKCC) Level 2

Example:

A BCU Level 3 Inland coach wishing to operate in moderate water in open canoe, may obtain their 4 Star Leader Award in open canoe and apply for APL to progress to Moderate Water Open Canoe Endorsement. Upon completion, this coach would hold the remit to coach open canoe in a moderate water environment i.e. the same remit as the BCU Level 3 Coach qualified through the previous coaching scheme.