Recognition of Prior Learning Policy

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SG Recognition of Prior Learning (RPL) Policy – OVERVIEW

Accreditation for Gymnastics Coach

Introduction

Singapore Gymnastics (SG) is committed to the development of gymnastics coaches and raising the standard of gymnastics coaching throughout Singapore. The following policy has been developed, in the lead up to the launch of the National Coaching Accreditation Programme (NCAP) for gymnastics, to ensure that SG has a structured and official process for applicants to use as a tool to recognise their prior learning for the purpose of accreditation. Through this Recognition of Prior Learning (RPL) Policy, all applicants will have equal access to a fair and verifiable process. This policy provides an overview of the SG Coaching Development Plan. Applicants should request the RPL Application Pack and RPL Guidelines from the SG Office, specifying the relevant level and discipline applied for.

Privacy Statement

SG collects information required so as to facilitate the recognition of prior learning. This information is treated with total confidentiality by all parties involved in the assessment process. You have permitted rights to the information; returned to you upon request to SG in advance of 1 month.

What is Recognition of Prior Learning (RPL)?

The RPL is the acknowledgement of experience, skills and knowledge pertaining to gymnastics. This may come in the form of formal trainings, coaching achievements, work experiences and academic achievements.

Who can apply for RPL?

Anyone that can evidence prior learning/experience against the specified competencies can apply for RPL, whether currently experienced in coaching within Singapore or a foreign coach. RPL Applicants must be SG Members (Individual) or a paying member of a full/associate member of SG. Please refer to our website for the Membership Application form.

Modular RPL

Three modules make up the SG NCAP Accreditation; theory, practical, and technical. This RPL process allows SG to acknowledge the coaches’ prior learning in order to accredit them fully for an NCAP Level, or partly – by recognising the learning that fulfils 1, 2 or 3 modules – therefore exempting the coach from taking these course modules and assessments at SG run Coaching Courses*.

Please note that RPL Applicants must start by assessing their competencies from Level 1. If an applicant wishes to apply for RPL for the level 3 practical module, they will have to evidence all practical competencies for Level 1, 2 and 3.

*Please also note that attending an NCAP course can act as a refresher and is therefore still recommended when applying for accreditation through RPL. Refer RPL Annex 2 for NCAP Levels Course Structure.
Coach Competency and NROC

By being certified as a fully accredited NCAP Coach the coach has been deemed competent by SG to coach skills up to the competency list for that level. With the combination of the 3 modules offered by SG and additional requirements such as First Aid, the coach will be eligible to register with NROC (National Register of Coaches). Through this, the coach will be officially recognised as a nationally registered coach, which will boost credibility due to the public access to the register of certified coaches. The coach is then entitled to the benefits associated with being an NROC registered coach; refer: SSC NROC Benefits - http://coaches.ssc.gov.sg/publish/etc/medialib/sports_web_uploads/smd/ctd/coaching_websites/NROC_Documents.Par.0005.File.tmp/NROC%20Privileges_latest.pdf

RPL Procedure

The RPL Procedure is demonstrated in the flow chart on the final page of this document. Please note that Step 1 is outlined in the RPL Application Guidelines and should be referred to when completing the RPL Application Form (Sections 1 - 4).

RPL Assessment Panels

On receipt of your application an RPL Assessment Panel will be established within the relevant discipline. The panel will consist of 2-4 members who collectively possess the following expertise:

- Competency to conduct an RPL process
- Content competency to assess the relevance of RPL to training content and learning outcomes/competency standards
- Competency in Gymnastics Coaching/Judging and the related education
- Experience in the areas of adult education, negotiation skills, standards enforcement and assessment methods

The RPL Assessment panel will assess the application on a per module basis, utilising whatever assessment mode/s that are appropriate.

Following their assessment the panel will complete a form (shown at the back of the application pack) showing the decision made resulting in one of the four (4) possible outcomes:

1. Approve recognition (ie: Accreditation or Statement of Attainment for components of a Course)
2. Deny recognition
3. Require further supporting documentation/evidence
4. Require further training/assessment
Coach Development and CCE

A. Further to Accreditation through RPL, the candidate should follow the regular pathway to continuously upgrade their skills through the NCAP levels. Please view the chart below for all SG organised courses.

B. Under SSC, any accredited NCAP coach, must continue their professional development through Continuing Coach Education (CCE) to maintain their membership with NROC. For full criteria, please view:


Changes to the policy

Changes to this policy may be submitted by SG Management Committee for review and approval by SSC and NROC. Once the change has been approved, the policy will be updated on our website and circulated to the Management Committee and Members.
Recognition of Prior Learning Procedure Flow Chart

STEP 1
(See RPL Application Guidelines)

APPLICATION by Applicant
- Request RPL Assessment Pack from SG Coach Education Officer
- Conduct Self-Assessment
- Complete Application Sections 1-4
- Submit application to SG

STEP 2
VALIDATION by SG Coach Education Officer
- Review of application to determine relevance and completeness of documentation
- Confirmation of acceptance of application and advise process to Applicant

STEP 3
ASSESSMENT by Panel
- Conduct Assessment
- Make decision
- RPL Assessor to forward report to SG

STEP 4
NOTIFICATION by SG Staff
- Formal notification of outcome to be advised to applicant

STEP 5

Successful

- ACTION by SG Coach Education Officer
  - Issue Official Accreditation Certificate

Un-Successful

- ACTION by Applicant
  - Forward further necessary documentation
  - Undergo further training, contact SG re: NCAP courses

- REVIEW by Panel
  - Applicant appeals decision
  - Panel conducts review assessment
  - Make Decision (Final)
  - RPL Assessor reports outcome to SG: Formal notification of outcome to be advised to Applicant

Please allow 6-12 months for assessment of application.
Acknowledgements

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Mr Keong Seng Chye (SG NCAP Committee: Chairman)

Ms Rachel Kennett (SG NCAP Committee: WAG Representative)

Mr Sng Puay Liang (SG NCAP Committee: MAG Representative)

Ms Lim Siew Kuan (SG NCAP Committee: RG Representative)

Mr Gan Chai San (SG NCAP Committee: GG Representative)

Mr Philip Chan York Heng (SG NCAP Committee: Member)

Ms Eleonora Klidzia (SG NCAP Committee: Coach Education Officer)