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| Student Name: |  | | | | | |
| Third Party Observer  (Supervising Coach): |  | | | | | |
| Club/Organisation: | Noble Park Secondary College | | | | | |
| Contact Number: | (03) 9546 9066 | | | | | |
| Dates of Practice and Observations: | From: | | | To: | | |
| As part of his/her studies in this nationally accredited unit of competency, this student is required to conduct three x 30 min (minimum) training sessions, coaching foundation-level participants in the sport his/her choice.  As evidence of the completion of these sessions, the student is required to have the supervising coach complete this third-party report.  Please ensure this report is completed in full and provided back to the student at the end of the observed sessions, as failure to supply this evidence will affect the student’s ability to be marked as competency for this unit. | | | | | | |
| During the coaching session(s), I have directly observed the Student demonstrate their ability to: | | Tasks satisfactorily performed.  Yes/ No  (Please circle one) | | | Comments to support decision(s) | |
| 1. Preparation for sports specific sessions   *Did the student:*   * *Confirm expectations, session duties and set-up requirements* * *Interpret all aspects of the session plan correctly including:*    + *requirements for facilities*   + *equipment*   + *resources*   + *refreshments* * *Check equipment and resources for wear and tear* * *Report any equipment or set-up problems* | | Yes / No  Yes / No  Yes / No  Yes / No | | | Discussion took place prior to the session to confirm expectations, duties and all requirements.  Lesson plans were in line with the desired outcomes and included all necessary aspects.  WHS protocols were observed in relation to the facility and equipment.  All issues with facility and equipment were passed on and alternatives found. | |
| 1. Conduct sport-specific sessions   *Did the student:*   * *Do a roll call* * *Fill in an attendance record* * *Communicate activity and instructions clearly, while checking for participants understanding* * *Explain and demonstrate safe techniques for using equipment and make sure these were understood* * *Explain the behavioural standards that were expected* * *Sequence and pace the session according to the session plan* * *Give feedback throughout session that encouraged positive interaction and participation* * *Address poor behaviour with support of supervisor when necessary* * *Act in accordance to internal policies and procedures* | | Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No  Yes / No | | | **A formal lesson plan was strictly followed which included:**   * Equipment setup prior to the session * Attendance check * Attendance recorded * Formal introduction to activities * Discussion of participation and behaviour standards * Safety protocols * Demonstrations and discussion of activities including Q & A check for understanding * Sequential progression of activities * Continuous feedback given throughout the session * Poor behaviour discussed with students and related passed on when required * All policies and procedures were adhered to. | |
| 1. Complete session   *Did the student:*   * *Discuss future sessions with participants as advised by supervisor* * *Follow policies and procedures in relation to the pack up of equipment and resources, including checking them for wear and tear* * *Report any damaged equipment* | | Yes / No  Yes / No  Yes / No | | | Feedback and discussion of future sessions took place at the end of each session.  Equipment was checked in and checked for damage.  When required damage was reported.  All equipment was packed away as required | |
| 1. Review session   *Did the student:*   * *Seek feedback from participants and other relevant parties to identify areas for improvement* | | Yes / No | | | Feedback was sort from participant informally at the end of each session and formally at the conclusion of the program. | |
| By signing here, I confirm that the student completed the three x 30 min (minimum) sessions\* under my supervision and that all observations above were made by me: | | |  | | | |
| \* If less than three of the sessions were conducted under your supervision, please indicate how sessions you observed here: | | | | | |  |

**Important note to the Student:**

If the three sessions have been undertaken with multiple supervisors/observers, please ensure that one Third Party report has completed for each instance.

You must then combine the reports as one document/PDF for upload as evidence of completion of this task.