



Guidance Notes for Tutors for the Level 3 Diploma in Sports Massage

General Advice

1. Requirements for undertaking this qualification.

Candidates must hold:

- a. The ITEC Level 3 Diploma in Holistic Massage, or
- b. The ITEC Level 3 Body Treatments, including
- c. The ITEC Level 2 units in Professional Conduct and Business Awareness or
- d. Their equivalents (GCSE Human Biology can be accredited as an equivalent to the Anatomy & Physiology unit)

A scheme of work must be approved by ITEC prior to the commencement of the course for both Unit 27 Theory and Unit 27 Practical.

2. Guided Learning Hours.

100.

Guided learning hours are ‘a notional measure of the substance of a qualification. It includes an estimate of the time that might be allocated to direct teaching or instruction together with other structured learning time such as directed assignments, assessments on the job or supported individual study and practice. It excludes learner – initiate private study.’

3. Structure of the qualification.

Unit 27 Theory.

Unit 27 Practical (inc. case studies).

4. Delivery of the qualification.

Tutors should aim to deliver the two units of the qualification (Unit 27 Theory and Unit 27 Practical) and the case studies (internal assessment of Unit 27 Practical) simultaneously, i.e. both units should be taught together to ensure the underpinning knowledge is being delivered at the same time as the practical skills. This will help to ensure that candidates understand the structures they are working towards as a result of combining delivery with the practical application of treatments. It will further help to consolidate the additional requirements of further knowledge of anatomy and physiology whilst treating injuries.

5. Case Studies.

Case studies are used as the internal assessment of Unit 27 Practical. Case studies must be completed under the supervision of a tutor and the tutor must assess each case study and allocate a grade throughout the delivery of the unit. The External ITEC Examiner will verify the results of the Case studies. ITEC recommend that organisations delivering the qualification allocate 3 hours of the tutorial time for the case studies.

6. Registration.

Enrolments for all the units should be sent to ITEC together on the ITEC Enrolment Form.

Theory Tuition – Unit 27 Theory

1. Guided Learning Hours.

- a. The delivery of Unit 27 Theory must be completed with a minimum of 50 guided learning hours.
- b. Delivery of the qualification will encompass all the learning outcomes and underpinning knowledge identified by ITEC in the design of the qualification.

ITEC recommend that tutors advise candidates that there will be a requirement of a maximum of 5 hours per week (totalling 180 hours, assuming the course is delivered over 36 weeks) of additional home study and revision.

2. Assessment.

Once all aspects Unit 27 Theory have been completed, candidates will be expected to complete a theory paper containing 50 multiple choice questions on Sports Massage and related areas. Each question will be given four alternative answers A, B, C and D. The candidate must indicate the correct answer by writing the appropriate letter in the box on the answer sheet.

This unit is externally assessed.

3. Grading of the qualification.

- a. Unit 27 Theory have three grades that a candidate may achieve:
Pass grade - 60 – 74%,
Credit grade - 75 – 89%, and
Distinction grade - 90 – 100%.
- b. Unit 27 Theory grade will be combined with the 'Unit 27 Practical grade to achieve an overall grade as follows:
Pass grade - 120 – 139,
Credit grade - 140 – 179, and
Distinction grade - 180 – 200.
- c. Case studies must also achieve a pass.
- d. If a candidate is unsuccessful in any area, they will be expected to re-sit only the unit where they have not achieved a pass grade, to which they will be referred. Referrals should be completed within one year of the original examination. The remainder of the results will stay in the ITEC system until such time as Unit 27 Theory, Unit 27 Practical and the case studies have all achieved a pass grade.
- e. For guidance on marking see Pre-assessment form for ITEC Level 3 Diploma in Sports Massage and Marking Criteria for ITEC Level 3 Diploma in Sports Massage.

Practical Tuition - Unit 27 Practical

1. Guided Learning Hours.

- a. The delivery of Unit 27 Practical must be completed with a minimum of 50 guided learning hours.
- b. It is recommended that an additional 3 hours should be apportioned to case studies.
- c. Delivery of the qualification will encompass all the learning outcomes and underpinning knowledge identified by ITEC in the design of the qualification.

2. Resources.

The organisation delivering the qualification must provide couches and trolleys in the ratio of 1 shared between 2 candidates. This assumes that half the group will work whilst the remaining half of the group model during training sessions. Candidates need to be made aware of the amount of consumables / towels they will be required to provide.

3. Assessment.

- a. This unit is internally and externally assessed.
- b. Once all aspects Unit 27 Practical have been completed, candidates will be expected to complete the practical examination. This will be undertaken in the candidate's college environment in the presence of an ITEC External Examiner.
- c. Candidates will be expected to perform a Sports Massage treatment. This may either be for a hypothetical injury chosen by the ITEC Examiner, or for a client with real injuries when available. Candidates will be expected to demonstrate their professionalism and their accomplished techniques.
- d. A consultation form must be completed by each candidate and made available for the Examiner to check. This should be completed at the end of the treatment.
- e. Candidates will be expected to demonstrate excellent hygiene and client care, including helping the client on and off the couch in an appropriate way and to demonstrate competence in their massage skills.
- f. Case studies.
 - i. Case studies must be completed under the supervision of a tutor and the tutor must monitor the quality of the written case study work throughout the candidate's training to ensure that the content of the written documents meets ITEC criteria. The criteria are detailed on the case study assessment form.
 - ii. It is recommended that tutors advise candidates to expect to spend between 3 – 5 hours on each case study treatment which will total between 45 – 75 hours to complete the full portfolio.
 - iii. The case study assessment form should be completed and placed with the case studies for verification by the ITEC Examiner.
 - iv. If a case study does not meet the ITEC criteria, the ITEC Examiner will complete a candidate referral form to help the candidate strengthen the case studies to gain a pass grade.

4. Grading of the qualification.

- a. Unit 27 Practical have three grades that candidates may achieve:
Pass grade - 60 – 74%,
Credit grade - 75 – 89%, and
Distinction grade - 90 – 100%.
- b. Unit 27 Practical grade will be combined with Unit 27 Theory grade to achieve an overall grade as follows:
Pass grade - 120 – 139,
Credit grade - 140 – 179, and
Distinction grade - 180 – 200.
- c. Case studies must also achieve a pass.
- d. If a candidate is unsuccessful in any area, they will be expected to re-sit only the unit where they have not achieved a pass grade, to which they will be referred. Referrals should be completed within one year of the original examination. The remainder of the results will stay in

the ITEC system until such time as Unit 27 Theory, Unit 27 Practical and the Case Studies have all achieved a pass grade.

- e. For guidance on marking see Pre-assessment form for ITEC Level 3 Diploma in Sports Massage and Marking Criteria for ITEC Level 3 Diploma in Sports Massage.
- f. Tutors when marking both the internal and external assessment components of this unit must ensure that candidates secure a pass level in each element within all of the 12 areas of treatment being assessed, as outlined in the Marking Criteria.