**Record of learner observation**

Delivering personal training sessions (D/617/1710) (Unit 10, LO2)

Be able to analyse information to plan an effective exercise programme

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | NCFE Level 3 Diploma Gym Instructing and Personal Training (603/4388/6) | **Learner name** |  |
| **Date & time of Observation** |  | **Assessor name** |  |

|  |  |
| --- | --- |
| Description of the learner’s activity. Please include:   * people present * what was observed * what the learner did. | Assessment criteria met |
|  |  |
| **Feedback to learner** | |
|  | |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Yes** | **No** |
| 2.1 | Communicate with client(s) in a professional manner |  |  |
| 2.2 | Clarify to the client(s) roles and responsibilities of the Personal Trainer for that session |  |  |
| 2.3 | Provide information on how the proposed plan/exercises supports client goals |  |  |
| 2.4 | Perform verbal screening |  |  |
| 2.5 | Assess clients’ state of readiness and motivation to take part in the planned exercises/physical activities |  |  |
| 2.6 | Review and revise plan with the client, recording changes as applicable |  |  |
| 2.7 | Show responsibility and professional duty of care to clients, ensuring client safety and well-being in line with legal responsibilities |  |  |
| 2.8 | Implement a range of communication skills to create a positive experience and build rapport |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Assessor Signature** |  | **Date** |  |
| **Learner Signature** |  | **Date** |  |

### Contact us

NCFE

Q6

Quorum Park

Benton Lane

Newcastle upon Tyne

NE12 8BT

Tel: 0191 239 8000\*

Fax: 0191 239 8001

Email: [customersupport@ncfe.org.uk](mailto:customersupport@ncfe.org.uk)

Websites: [www.ncfe.org.uk](http://www.ncfe.org.uk)

NCFE © Copyright 2021 All rights reserved worldwide.

Version 1.0 September 2021

Information in this record of learner observation is correct at the time of publishing but may be subject to change.

NCFE is a registered charity (Registered Charity No. 1034808) and a company limited by guarantee (Company No. 2896700).

CACHE; Council for Awards in Care, Health and Education; and NNEB are registered trademarks owned by NCFE.

All the material in this publication is protected by copyright.