

AOTTs COMPETENCY ASSESSMENT FORM – For those working in extra curricular time

Name of AOTT		Duration of session
Date of Observation		Number of pupils
Type of Session	E.g. Tag rugby on the school field	Age range of pupils

Area of Assessment	Assessment statement 1, 2, 3 or 4	Comments and Evidence	Recommendation for support / improvement if 2 or 3
1: Quality of relationship Does the AOTT: - develop a professional approach when working with students avoiding undue familiarity; - value, care and respect all students; - present themselves appropriately e.g. dress, use of language, demeanour.			
2: Knowledge of students Does the AOTT take into consideration: - different levels of ability; - special educational needs; - medical needs; - age and/or size; - behaviour; - level of confidence; - gender mix.			
3: Management and organisation Does the AOTT: - arrive early and take control of the session. E.g. put out cones, take a register etc; - outline the aims at the start of a session; - ensure that instructions are fully understood; - provide a safe working environment.			

<ul style="list-style-type: none"> - maximise participation at all times; - match students' confidence, strength & ability in pair & group tasks; - understand the needs of the age group they are working with; - use appropriate equipment during the session; - have effective strategies for student control and motivation; - give appropriate demonstrations; - put all equipment away safely at the end of the activity. 			
<p>4: Knowledge of the Activity Does the AOTT:</p> <ul style="list-style-type: none"> - demonstrate an appropriate level of expertise to enable learning to take place; - understand how and where their work fulfils or complements the national Sporting Governing Body player pathway if working after school or in the holiday periods; - know and apply the correct rules of each activity; - use space safely and well; - differentiate equipment; - differentiate each practice; - plan a session with effective progression. 			
<p>5: Observation and Analytical Skills Does the AOTT:</p> <ul style="list-style-type: none"> - monitor the overall performance against the aims set; - identify faults and establish strategies for improvement. 			
<p>6: Screening and Induction Does the AOTT:</p> <ul style="list-style-type: none"> - have up-to-date relevant qualifications to be delivering the activity; - meet all of the screening criteria contained in the induction checklist (Appendix 2). 			
<p>7: Overall Assessment Level 1, 2, 3 or 4, plus general comments from Assessor:</p>			

Signed by the member of school staff responsible for the activity Date

Signed by assessor if different from above Date