

Title	Plan, deliver and review the planning and delivery of a group training session		
Level	4	Credits	12

Purpose	<p>This unit standard is for exercise professionals who wish to expand their scope to include delivery of group training sessions.</p> <p>People credited with this unit standard are able to: plan, deliver and, review the planning and delivery of a group training session.</p>
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Classification	Exercise > Fitness Assessment and Exercise Instruction
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Available grade	Achieved
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Guidance Information

- 1 All learning and assessment against this unit standard must be carried out in accordance with the following, as relevant to role:
 - relevant legislation including Health and Safety at Work Act 2015, Privacy Act 1993, Consumer Guarantees Act 1993, Accident Compensation Act 2001, and any subsequent amendments;
 - guidelines and codes of practice applicable to this standard include *Code of Ethical Practice* endorsed by Exercise Association New Zealand, and *the New Zealand Pre-Screening Guide*, November 2014 available from the New Zealand Register of Exercise Professionals website <http://www.reps.org.nz>;
 - organisational policies and procedures including Emergency Action Plans (EAPs) and Standard Operating Procedures (SOPs) or Normal Operating Procedures (NOPs).
- 2 Industry best practice for safe group training sessions suggests the ratio is a minimum of four to a maximum of 12 participants to the individual delivering the session. This unit standard must be assessed using a minimum of four participants.
- 3 Scope of practice:
This unit standard alone is not sufficient to meet industry scope for delivering group training sessions. This unit standard includes the prescription of exercise within group training sessions. The ability to prescribe exercise is controlled by industry through scope of practice.

For the purposes of this unit standard and to prescribe exercise, candidates must hold or be working towards an industry recognised qualification that meets the current industry standard, for example, qualifications listed by NZ REPs at ECII, PTE, PTC registration levels. For guidance information, contact REPs NZ:

<http://www.reps.org.nz/scope-of-practice/>.

- 4 This unit standard is not intended for Group Exercise Instruction. For Freestyle or Pre-Choreographed Instructor qualifications, please refer to: [New Zealand Certificate in Freestyle Group Exercise Level 4 \[Ref: 3565\]](#) or [New Zealand Certificate in Pre-Choreographed Group Exercise Level 3 \[Ref: 3582\]](#).
- 5 It is strongly recommended that candidates hold a current first aid certificate.
- 6 **Definitions**
Cultural considerations refer to catering for inclusion and acceptance of participants' backgrounds and showing care and respect when dealing with participants.
Current industry standard refers to expectations set by the industry peak body as recognised by the majority of employers at the time of assessment. Currently, the industry peak body is the Exercise Association of New Zealand.
Deliver refers to the action of the learner of this unit standard and relates to the role of the person primarily responsible for running the group training session. The role of this person may have differing title names depending on the organisation. Some examples of role title names may be instructor, trainer, or coach.
Exercise assistants refers to people whom the instructor uses to aid in session delivery and support the safety of participants.
Session refers to exercise conditioning for a set time frame for a group of participants with or without equipment.
Group training refers to one-to-many type exercise sessions. Some familiar terms are Bootcamps, High-Intensity Interval Training (HITT), functional training, cross-training and circuit. Group Training could be indoor or outdoor. Group training typically means the instructor is not instructing by demonstrating the movements and participants following the movements as in mirroring, and movements are typically not choreographed to the beat of the music. Group members may be working on different exercises and/or equipment simultaneously.
Industry recognised means REPs registered or equivalent.
Organisational requirements refers to policies and procedures of the organisation.
Pre-screening refers to industry guidelines for recommended individual pre-exercise screening.
REPs is the New Zealand Register of Exercise Professionals.

Outcomes and performance criteria

Outcome 1

Plan a group training session to meet target participants' needs.

Range plan includes – principles and components of exercise; health and safety considerations.

Performance criteria

1.1 Identify and describe target participants for a group training session.

Range may include but is not limited to – participant goals, age, gender, cultural considerations, exercise history, potential health risks, environment, music, organisational needs.

- 1.2 Identify and describe pre-screening needs and methods in accordance with organisational requirements.
- 1.3 Create a session plan to meet participants' and group training needs in accordance with organisational requirements.
- Range must include – pre-screen, warm up, cool down, choice of exercises or movements related to session goals, sequencing of exercises;
may also include but is not limited to – equipment set up, equipment and location availability, space, participant expectations, exercise goals, group size, time limits, session duration, environment, observation and monitoring, multi-tasking, managing a range of people on a variety of equipment at one time, use of exercise assistants.
- 1.4 Identify and describe health and safety requirements for a group training session in accordance with organisational requirements.
- Range must include – pre-checks on equipment and environment for safety, emergency plans, instructor self-care.
- 1.5 Plan modifications and/or adaptations of exercises to meet the needs and goals of participants for a group training session.
- Range minimum of one progression and one regression for each exercise in session plan.
- 1.6 Plan for contingencies for a group training session.
- Range may include but is not limited to – changes in weather, odd or even number of participants, availability of equipment or environment, instructor to participant ratio.
- 1.7 Plan for participant safety considerations for the delivery of a group training session in relation to a specific environment.
- Range may include but is not limited to – temperature, flooring, terrain, weather, room size, elevation, participant numbers, hazards, equipment, instructor to participant ratio.

Outcome 2

Deliver a group training session.

Performance criteria

- 2.1 Provide an overview of a group training session to participants in accordance with the session plan.

- Range must include – session objectives, sequence of activities, equipment usage, exercise technique, safety, muscle group(s) used;
may also include but is not limited to – motivation, participant goals, opportunity for participant questions.
- 2.2 Demonstrate and communicate safe exercise techniques including progressions and regressions based on participant ability and goals.
- Range must demonstrate a minimum of three progressions and three regressions during the session
- 2.3 Observe individual participants and recommend corrections and adaptations of their techniques.
- Range may include but is not limited to – equipment usage, modification around injuries or participant health risk, adaptations due to pre-screen results, participant technique.
- 2.4 Use performance and motivation techniques to increase group and participant enjoyment during a group training session.
- Range may include but is not limited to – music selection, creation of teamwork, games, personal presentation, energy, work to recovery ratio, variety of exercise intensity and tempo, use of space and direction, pre- and post-session interaction, verbal and non-verbal communication, creating an inclusive and supportive culture, humour.
- 2.5 Apply group and safety management techniques relevant to the environment and session plan.
- Range must include – pre-checks on equipment and environment;
may also include but is not limited to – temperature, flooring, terrain, weather, room size, elevation, participant numbers, hazards, equipment, instructor to participant ratio, odd or even number of participants, equipment or environment availability, first aid and contingencies, alternative equipment or location, hygiene, multitasking, managing multiple stations at one time, participant team work, use of exercise assistants.
- 2.6 Deliver a group training session to meet participants' needs in accordance with the session plan.
- Range must include – pre-screen, introduction of format to participants, warm up, exercise transitions, intensities, timing, duration of phases, sequencing of exercises, cool down and farewell, may include cultural considerations.

Outcome 3

Review the planning and delivery of a group training session.

Performance criteria

3.1 Review the delivery of the group training session against the session plan and identify areas for improvement in session design and own delivery.

Range purpose, session structure, components, sequence of exercises, safety considerations, participant feedback, organisational needs.

Planned review date	31 December 2024
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	22 August 2019	N/A

Consent and Moderation Requirements (CMR) reference	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Skills Active Aotearoa info@skillsactive.org.nz if you wish to suggest changes to the content of this unit standard.