**Observation of Performance**

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| --- | --- |
| Instructor name  |  |
| 1st4sport learner number |  |
| Name and job description of person carrying out the observation |  |
| Date of observation |  |
| If delivering Bikeability: level being delivered |  |
| Activities observed |  |
| Instructor: rider ratio |  |
| Duration of observed session |  |
| Location of session and confirmation that RBA has been conducted |  |
| **Cycle training delivery practice** |
| **Session Management** | **Outcome*** Met

 X Not met | **Comments on what is seen/heard to meet the criteria**Incorporating the Bikeability principles:realistic, empowering, positive, progressive, rider led, outcome orientated, continuous assessment |
| 1. All paperwork is in place (registers, rider progress tracking, consent, risk benefit assessments, incident reporting)
 |  |  |
| 1. All cycles, helmets and clothing have been checked and are appropriate
 |  |
| 1. Instructors are well organised and professional
 |  |
| 1. Training sites and routes to sites are risk benefit assessed
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| 1. Movement of groups is well managed, ridden where possible.
 |  |
| 1. Appropriate sites are used for training
 |  |
| **Teaching skills** | **Outcome*** Met

 X Not met | **Comments on what is seen/heard to meet the criteria**Incorporating the Bikeability principles:realistic, empowering, positive, progressive, rider led, outcome orientated, continuous assessment |
| 1. Demonstrations are accurate to the National Standard and observed by all riders
 |  |  |
| 1. Training activities are appropriate for riders’ ability and development needs, by applying differentiation strategies
 |  |
| 1. Trainee riders are given opportunity for self-reflection and are supported to increasing independence of decision making
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| 1. Teaching results in rider improvement
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| 1. Instructors manage rider behaviour appropriately at all times
 |  |
| 1. Activities are delivered in logical sequences and combinations
 |  |
| **Communication skills** | **Outcome*** Met

 X Not met | **Comments on what is seen/heard to meet the criteria**Incorporating the Bikeability principles:realistic, empowering, positive, progressive, rider led, outcome orientated, continuous assessment |
| 1. Instructor communications are clear, concise and understood by the riders
 |  |  |
| 1. Discussions are engaging, with questions used to check understanding
 |  |
| 1. Feedback is interactive, positive and improves performance
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| **Observation skills** | **Outcome*** Met

 X Not met | **Comments on what is seen/heard to meet the criteria**Incorporating the Bikeability principles:realistic, empowering, positive, progressive, rider led, outcome orientated, continuous assessment |
| 1. Rider learning needs are identified/met through reasonable adjustments
 |  |  |
| 1. The four core functions and systematic routines are embedded
 |  |
| 1. Instructor positions enable accurate rider observation and dynamic risk management (with intervention if necessary)
 |  |
| 1. Riders demonstrate National Standard assessment criteria independently
 |  |
| 1. Riders continue to demonstrate National Standard assessment criteria from earlier training activities (progression is cumulative)
 |  |
| **Reviewing skills** | **Outcome*** Met

 X Not met | **Comments on what is seen/heard to meet the criteria**Incorporating the Bikeability principles:realistic, empowering, positive, progressive, rider led, outcome orientated, continuous assessment |
| 1. Rider is assessed against National Standard criteria and this is recorded accurately at the end of each session.
 |  |  |
| **Timings** | **Outcome** | **Comments**  |
| **80%** active learning achieved?Does the session allow enough active learning time?i.e. minimise time wastage; increase independent cycling time; reduce rider waiting time; teaching techniques; peer feedback; rider demonstrations etc.  |  |  |
| **Cycle maintenance**  | **Outcome**  | **Comments**  |
| Instructor is observed carrying out a cycle check and performing any necessary minor adjustments |  |  |
| **Questions asked during feedback session by observer**  |
| 1 Question Answer2 Question Answer3 Question Answer |
| **Feedback** | **Instructor comments** | **IQA comments** |
| **What went well?** |  |  |
| **Areas for improvement**To inform Personal Development Plan |  |  |

|  |  |
| --- | --- |
| **Outcome of Final Assessment:** | **Competent / Not yet competent** |
| **Learner signature:** |  | **Date:** |  |
| **Form completed by (signature):** |  | **Date:** |  |
| **Tutor/Assessor signature:** |  | **Date:** |  |

|  |  |
| --- | --- |
| **Tutor/Assessor comments (if observation completed by IQA lead)** |  |

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| **Details of Referral** |
| *To include:** *Reason for referral*
* *Evidence of reason*
* *Specific areas where outcome has not yet been evidenced*
* *Actions required in order to demonstrate outcome*
* *Next steps for the instructor*
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