



Video Assessment Form

VIDEO ASSESSMENT

As an alternative to performing the practical assessments on an assessment day, you can request authorisation to submit your practical assessment by video.

You must not video your practical assessment unless and until you have received written confirmation from us that we have approved your application. **Do not plan to film your video assessment until you have received written approval from us.**

There is a fee for each video assessment application you make, and this is payable by you to us at the time of making the application. The fee is non-refundable.

To submit a video assessment application:

Step 1 – Pay the required video assessment application fee using this link <https://trainfitness.uk/store/products/video-assessment-application-fee>

Step 2 – Using the same link, download and complete the Video Assessment Form. This form must be filled in and submitted electronically i.e. typed not handwritten and emailed not posted

Step 3 – Submit the Video Assessment Form electronically to support@train.fitness. You must also attach to this email a certified copy of any legally recognised form of photographic identification of you. This identification can be certified by a friend, relative or partner/spouse.

If your application is approved, you must adhere to the following criteria:

1. The video must contain footage of your assessment only and your assessment must commence at the beginning of the recording.
2. Unless previously agreed in writing with us, your assessment must be shot in one take. You will automatically be referred on your assessment if the video contains any edits or breaks in the recording.
3. The assessment must be conducted in a suitable environment and for this reason we recommend a commercial health and fitness centre. You will automatically be referred on your assessment if the venue is deemed unsuitable. Accordingly, you should check your venue option with us before you conduct a video assessment.
4. Both you and your participant/s must be in camera shot at all times for the duration of the video. When exercises are performed, the assessor viewing the video needs to see where you position yourself in relation to any participant/s, how the participant/s perform the exercises, and the interaction between you. Both you and your participant/s must be clearly audible at all times for the duration of the video. You will automatically be referred on your assessment if it is difficult to hear your instructions to your participant/s. We advise you check the audio levels of the video before you submit it for marking.
5. You can place the camera in a fixed position, if appropriate. You do not need to zoom in for a closer view of specific equipment. If you are using a camera person, they must remain silent at all times for the duration of the video. They should remain a suitable distance away so as not to interfere with the assessment.
6. Once the assessment begins, do not interact with/speak to the camera.
7. Once you are satisfied you have met the above criteria, we recommend you submit your video via online transfer (www.wetransfer.com, www.google.com/drive, www.dropbox.com or other data transfer platforms) to support@train.fitness
8. If your video has playback issues, you can download and install VLC player (<https://www.videolan.org>) or any other multimedia player to ensure playback of various video formats.

9. Alternatively you may submit your video on a physical device e.g. USB, DVD.
10. You must submit your completed LAP, lesson plans, PAR-Q and informed consent forms for all of the participants in your video with your video assessment. We will not mark a video assessment without this information and you will automatically be referred on your LAP if it is incomplete.
11. Your video must be clearly labelled with your full name, user name and marked as a practical assessment with the assessment title. Please allow 3 weeks for your video assessment to be marked. If posting the video assessment, do not send the original recording. Keep a copy of the video for your records.

Please note a rebooking fee is payable for practical assessments on which you refer on any occasion, including those submitted by video.

If you wish to send your completed LAP and video assessment physically, please send to:
Learner Support, **TRAINFITNESS**, Unit 2A Moonraker Point, Pocock Street, London, SE1 0FN, United Kingdom.

Information for filming:

Filming your Gym Instructor assessment can be recorded in three parts but they must all be filmed on the same day.

Part 1 - Group Induction – You must have three participants. Both you and your participants should be seen and heard at all times on camera.

Part 2 - Consultation Review – You need one participant for this assessment. The participant should be the same person you have used in your LAP. You must include taking the following in the Consultation Review:

- Blood pressure reading
- BMI measurements and calculation
- Hip: Waist ratio
- Discuss goal setting and programme review

Both you and your participant should be seen and heard at all times on camera.

Part 3 - Member Workout – You need one participant for this assessment. The participant should be the same person you have used in your LAP and Consultation Review. Deliver your planned session in full from the 'cheat sheet' in your LAP. Both you and your participant should be seen and heard at all times on camera.

VIDEO ASSESSMENT FORM

Learner Name:	Proposed Assessment Date & Time:
Assessment Title & Unit:	
Assessment Venue Name and Venue Address:	
Reason for Requesting Video Assessment:	
Date of Video Assessment Application:	
<input type="checkbox"/> I confirm that I understand and will adhere to the before mentioned video assessment criteria	
Once completed, please ensure this document is saved electronically and sent across by email to support@train.fitness	

Office use only	
Date Received:	Received by:
Approved/Declined	