

COACH IN RUNNING FITNESS COACHING DIARY ASSESSMENT FORM

Coach Name _____ Date _____

Licence Number _____

Assessor Name _____ Date _____

SECTION 1 COACH		
Criteria	Evidence seen	P or R
Assignment 1A - Coach Profile		
Have 4 areas of coaching knowledge been identified to be developed?		
Have 4 areas of coaching skills been identified to be developed?		
Assignment 1B - Action Plan 1		
Has the coach chosen two topics to develop, given them a rating and set themselves a goal?		
Has the coach identified resources to support their development?		
Has the coach identified barriers to preventing their own development and how they will overcome these?		
Assignment 1C - Review of Action Plan 1		
Has the coach reassessed where they stand in relation to the goal set and given themselves a new rating?		
Has the coach explained what they have learnt about each goal and how they have developed as a coach?		
Has the coach identified the way they worked towards their goal?		
Has the coach identified and detailed the support they received?		
Has the coach modified their goals in any way? If so, how?		
Has the coach said when they will review their goals next?		

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SECTION 1 COACH		
Criteria	Evidence seen	P or R
Assignment 1D - Action Plan 2		
Has the coach chosen two topics to develop, given them a rating and set themselves a goal?		
Has the coach identified resources to support their development?		
Has the coach identified barriers to preventing their own development and how they will overcome these?		
Assignment 1E - Review of Action Plan 2		
Has the coach reassessed where they stand in relation to the goal set and given themselves a new rating?		
Has the coach explained what they have learnt about each goal and how they have developed as a coach?		
Has the coach identified the way they worked towards their goal?		
Has the coach identified and detailed the support they received?		
Has the coach modified their goals in any way? If so, how?		
Has the coach said when they will review their goals next?		

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SECTION 2 ATHLETE PROFILES		
Criteria	Evidence seen	P or R
Assignment 2A - Training Group Profile		
Has the coach identified the number of athletes in the group in each stage of athlete development ?		
Has the coach given examples of how they will alter the session content for the differing needs of the athletes that is appropriate to their stage of development?		
Assignment 2B - Individual Athlete Profiles		
Has the coach identified the relevant personal information about the athlete?		
Has the coach identified the athlete's training background?		
Has the coach appropriately identified and justified their rationale for the stages of development?		
Has the coach identified the athlete's technical matches and mismatches for Agility, Balance and Coordination?		
Has the coach identified the athlete's fitness matches and mismatches?		
Has the coach identified technical matches and mismatches for the running assessment?		
Has the coach identified key technical deficiencies and a training approach for each?		

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SECTION 3 PLANNING		
Criteria	Evidence seen	P or R
Assignment 3A - Mesocycle Plan and Evaluation		
PLANNING		
Has the coach indicated a mesocycle start and end date?		
Have the technical and fitness goals been set based on development needs?		
Are balanced training frequencies included across event areas that are appropriate to the stage of athlete development?		
Are the training frequencies addressing the mesocycle goal?		
MONITORING AND EVALUATION		
Has the coach identified what skills have developed and how this was monitored?		
Has the coach identified what aspects of fitness have developed and how this was monitored?		
Has the coach identified what caused the athletes development?		
Has the coach identified how they will revise their planning to develop skill? What changes will they make and how will this be implemented?		
Has the coach identified changes that need to be made to the planning or delivery to assist in athlete development?		
Has the coach identified how different these are from the previous mesocycle?		

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Criteria	Evidence seen	P or R
Assignment 3B - Microcycle Plans		
Has the coach detailed appropriately, the eight weeks of training, identifying days per week, duration and method of coaching throughout?		
Has the coach provided microcycle plans that relates to the detail in the mesocycle?		
Assignment 3C - Planning Warm Up and Cool Downs		
Has the coach completed the warm up and cool down plan? Have they explained the purpose of each and are they suitable for the stage of development referred to?		
Is the content of the warm up and cool down appropriate to the activity?		
Does it include coaching points and clear purpose?		
Assignment 3D - Session Plans		
PLANNING		
Has the coach documented one days training from each of the eight microcycles?		
Has the coach included in each session plan, a clear outcome for the athletes that reflects their needs identified in the mesocycle?		
Has the coach included in each session plan a coaching goal and does it address their development needs?		
Has the coach included plans that clearly state how the athletes, space and equipment would be organised?		
Has the coach explained the energy system that will be the focus of the session? Is it appropriate?		
Has the coach provided unit content that is sufficiently detailed and does it address the goals of the session?		
Has the coach identified appropriate coaching points included as cues that relate to the athletes stage of development?		

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Criteria	Evidence seen	P or R
Assignment 3D - Session Plans		
COACHING SELF EVALUATION		
Has the coach evaluated their performance against the session goal they set for themselves?		
Has the coach identified what they did and did not do and how it affected the behaviours of the athletes?		
Has the coach identified evidence about the energy system that was the focus of the session?		
Has the coach identified feedback provided?		
Has the coach created an action plan to develop this area and use it as their next coaching goal?		
Has the coach identified support to assist them in the achievement of this goal?		

SECTION 4 HEALTH & SAFETY		
Assignment 4A - Health and Safety Home Study		
Has the coach identified accidents that could occur in running?		
Has the coach identified precautions they could take to minimise these accidents occurring?		
Has the coach identified accidents that would need to be reported to UKA?		
Has the coach indicated the correct procedure on how and where they would report such accidents?		

COACHING DIARY DECISION

Provide clear evidence in support of your decision.
If REFER ensure action plan addresses each development point. If PASS complete action plan for future development

PASS ☐

REFER ☐

ACTION PLAN

Candidate Signature

Date

Assessor Signature

Date

For office use only	Code
Coaching Diary	
Observed Practical Assessment	
MCQs / Knowledge Test	

On completion please return to Home Country Athletics Association Education contact.