

Burnley Council Leisure & Recreation Apprenticeship Scheme.

Proposed Training Programme.

Element	When	Where	Who by
Induction – tour of facilities, welcome, Presentation on Service, issue of uniform	Week 1	All Centres	Snr Management
Health & Safety induction	Week 1	St Peter's Padiham LC	Training Officer
National Pool lifeguard Award (Refer to separate syllabus)	Month 1	St Peter's Padiham LC	Training Officer
1 st Aid Appointed Persons (Refer to separate syllabus)	Month 1 - 3	St Peter's Padiham LC	Training Officer
NVQ Level 1&2 in Sport & Rec. (TBC)	Month 1 - ? Month 1 - ?	Burnley College	Burnley College
CYQ Fitness Qualification (Option 1)	Year 2	Spirit of Sport	Fitness Training Solutions
Coaching Qualification (Option 2)	Year 2	St Peter's Padiham LC	Sports Dev / ASA
Technical / supervisory / Option 3 (TBC)	Year 2	St Peter's Padiham LC	TBC
Community Sports leader Award (CSLA) Option 4	Year 2	St Peter's Padiham Spirit of Sport	Sport dev team Burnley College
General Cleaning Operations	Month 1-24	St Peter's Padiham LC	Duty Officer
Equipment Set – ups and take downs	Month 1-24	All Centres	Duty Officer

Service area specific: Eg Pool, Health Suite, Fitness	Month 1-24	St Peter's Padiham LC	Duty Officer
Business Support – Finance & Admin	Month 1-24	St Peter's Padiham LC	Business Support
Maintenance work: Eg lockers, Fitness, Equipment, Fixtures and Fittings	Month 12-24	All Centres	Technical Officers
Reception / Customer Service	Month 12-24	All Centres	Reception staff
Plant and technical	Month 12-24	St Peter's Padiham LC	Technical Officers
NVQ Level 3 in Sport & Rec (TBC)	Month 12-24	Burnley College	Burnley College

