



**PHYSICAL SKILLS TUTORS AWARD  
Initial Assessment Form  
2008**

## **Initial Assessment Form**

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**The Institute of Conflict Management (ICM)** is the national body for the prevention and management of challenging behaviours and work related violence. It was the ICM that provided the catalyst in 2000 that led to the development of the National Occupational Standards "Preventing & Managing Work Related Violence".

Incorporated in 1997 the ICM has been at the forefront of the development of standards and guidance in this area. Working with other sector specific organisations, the ICM has been involved in many national projects.

### **ICM PHYSICAL SKILLS TUTOR INITIAL ASSESSMENT**

Each applicant applying for the status of **ICM Physical Skills Tutor** must complete a **ICM Physical Skills Tutor Initial Assessment Form** which is designed to establish: the applicants current level of knowledge and understanding (must include the underpinning theory of non-physical interventions); experience; their background; other existing relevant qualifications; first aid policy (in-line with QAC requirements); and other information to support their application.

This initial assessment is designed to establish the applicant's current level of learning and identify their needs for future development.

Please see the **ICM Physical Skills Tutor Award Prospectus** for full details of this award.

This form should contain the following information:

- Personal details
- MICM ID number
- ICMQAC number
- Details of the teacher training certificate held
- Details of existing physical skills qualification/s
- Details any criminal record check
- Employer details
- Details of other relevant qualifications
- Details of their background and experience
- Details of their first aid arrangement for dealing with injuries during training
- Details of their knowledge and understanding of anatomy & physiology in relation to physical skills application and tuition
- Details of their competency assessment process of individual course delegates

<b>Section 1. Personal Details</b>		
Title:		
First Name:		
Surname:		
Address:		
Postcode:	Tel:	Mob:
Email:	Website:	
MICM ID No:	ICMQAC No:	

<b>Section 2: Employers Details</b>		
Company Name:		
Company Address:		
Postcode:	Tel:	Fax:
Email:	Website:	

<p><b>Section 3: Training/Teacher Qualifications:</b>  <i>Please enter the details of any National Qualifications for training/teaching (minimum Level 3). Please include copies of certificates.</i></p>
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<p><b>Section 4: Physical Skills training/teaching Qualifications:</b>  <i>Please enter the details of any Qualifications for training/teaching physical skills. Please include copies of certificates.</i></p>
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<p><b>Section 5: Conflict Prevention and Management training/teaching Qualifications:</b>  <i>Please enter the details of any Qualifications for training/teaching the prevention and management of challenging and violent behaviour. Please include copies of certificates.</i></p>
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**Section 6: Details of any other relevant qualifications:**

*Please enter the details of any other Qualifications related to training/teaching and relevant to the prevention and management challenging and violent behaviour. Please include copies of certificates.*

**Section 7: Details of background and experience:**

*Please enter the details of your knowledge, background and or experience in the prevention and management challenging and violent behaviour. This should include sector specific knowledge, background and or experience.*

**Section 8: Details of knowledge and understanding of anatomy & physiology associated with training/teaching physical skills:**

*Please enter the details of your knowledge and understanding of the anatomy and physiology associated with training/teaching others physical skills. The minimum requirement is an understanding of the major joints and their movement ranges. Where holding or restraint is included in the training/teaching, this should include the effects on the respiratory and cardio-vascular systems.*

**Section 9: Details of the first aid arrangements/policy:**

*Please see the ICMQAC guidance notes for details of the minimum requirements.*

**Section 10: Details of the competency assessment process for recording the skills competency levels of individual course participant:**

*The Applicant must be able to provide evidence of the process used to determine to competency level achieved by each course participant for each skill taught on a physical skills course. Copies of any documentation used in the process should be provided.*

**Section 11. Other supporting information:**

*Any other information the applicant feels will support their application.*

**Section 12. Criminal Records Check:**

*It is advisable that tutors are subjected to a criminal record check please provide a copy of the CRO Certificate.*