

Level 2 Certificate in

Motorsports Incident Marshalling

Specification

In association with the



QCA Accreditation Number: 100/4522/3

QCA Accreditation Start Date: 01 October 2004
QCA Accreditation End Date: 31 August 2010
QCA Certification End Date: 31 August 2012

ASCENTIS' MISSION STATEMENT

'Building Partnerships to Advance and Accredite Lifelong Learning for All.'

About Ascentis

Ascentis was originally established in 1975 as OCNW, a co-operative scheme between Universities and Colleges of Further Education. OCNW was the first 'Open College' in the UK and served the needs of its members for over 34 years. Throughout this period, OCNW grew yet maintained its independence in order that it could continue to respond to the requirements of its customers and provide a consistently high standard of service to all centres across the country and in recent years to its increasing cohorts of overseas learners.

In 2009 OCNW became Ascentis - a company limited by guarantee and a registered educational charity.

Ascentis is distinctive and unusual in that it is both:

- a National Awarding Body (NAB) approved by the Qualifications and Curriculum Authority (QCA)

and

- an Access Validating Agency (AVA) for 'Access to HE Programmes' licensed by the Quality Assurance Agency for Higher Education (QAA)

Ascentis is therefore able to offer a comprehensive ladder of opportunities to centres and their students, starting at Entry Level basic skills or vocational programmes and progressing to QAA recognised Access to HE qualifications. The flexible and adult-friendly ethos of Ascentis has resulted in centres throughout the UK choosing to run its qualifications.

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BACKGROUND INFORMATION

Introduction

Motorsports has depended on volunteers to provide safety cover and run events since the first vehicle turned a wheel at speed. There has been no formal qualifications recognised by any accrediting body; the British Motor Racing Marshals Club (BMRC) on its formation in 1956 first introduced mandatory levels of experience to Marshals. No formal training was given in the early days and marshalling was very ad-hoc around the country. In 1979 a training manual was written to try and achieve uniformity of training across the country. This was revised a number of times and is the basis of the training that the marshals receive to date. In 1991 the governing body, the Motorsports Association (MSA) in conjunction with the BMRC realised that the level of instructor training was very variable and in order to achieve a basic level of competency introduced a scheme to train and license instructors. These instructors took the training to higher standards, which we now achieve. However there is still no formally recognised qualification. The whole training scheme is still conducted by volunteers and administered by employed MSA officers. The monitoring of training records, the training itself, and the register of marshal competency are managed by the voluntary Motorsports clubs and the BMRC, and feed into the MSA

Rationale

This is intended to be the first formally recognised and accredited Marshalling qualification. Even though there has been a degree of standardisation across the country, achieved both by the BMRC and the MSA, there are still great gaps in some areas where marshals still do not receive any formal training and assessment.

The level of training in the UK used to be the highest in the world and over the years other countries have developed their training programmes further. Introduction of a formal qualification enveloping all the standards required would ensure that the British Marshal would again be the best trained in the world.

The introduction of this accredited qualification at the introductory level of Marshalling will promote a considerably more professional scheme; that will be recognised not only at Motorsports events but would also allow the learner to carry new skills into the workplace be it within, or outside, motorsports. The qualification will also help the students wanting to enter the Motorsports industry have a very good understanding of how events and the industry are run. It would allow them to appreciate the importance of safety in the industry and will help their preparation for involvement in Motorsports teams.

Aims

The aim of this qualification is to develop the student's knowledge and skill so that they could officiate safely as an incident marshal on any MSA-permitted¹ Motorsports event.

¹The Motorsports Association (MSA) is UK's governing body for accredited, competitive motorsports events and provides insurance cover for these events.

Objectives

By the end of this programme the candidate will:

- Understand how marshals should dress to cope with climatic changes.
- Appreciate nutritional requirements for and levels sustenance required to maintain the marshals well being whilst marshalling Motorsports events.
- Understand how to maintain a level of safety from competing vehicles and within the working environment.
- Have the knowledge and the skill to deal with incidents.
- Have a practical understanding in Motorsports first aid.
- Understand a range of fire extinguishers and their correct use.
- Competently communicate with the rest of the safety team and competitors.

This qualification provides:

- A standardised programme of learning and assessment
- A unitised qualification
- Allows entry for candidates without formal qualifications but who do have adequate literacy and numeracy skills.

Structure of the Award

In the first six units (mandatory) the students will develop the basic skills that are required to ensure their safe participation in the final three units.

The final three units of this qualification then pursue experiential training. This ensures that the vocational and academic aspects are taught and assessed in a holistic and natural manner. This approach is seen as the only way to ensure that the learner achieves the desired level of knowledge, skill and experience in safety.

Candidates must complete all six mandatory units plus any 2 (or all 3) of the remaining units for the full award.

Unit 1: Personal well-being for Motorsports Marshals	30 minute multiple-choice test under controlled conditions
Unit 2: Personal safety for Motorsports Marshals	30 minute multiple-choice test under controlled conditions
Unit 3: Track Craft for Motorsports Marshals	30 minute multiple-choice test under controlled conditions
Unit 4: Principles of First Aid and Incident Handling in Motorsports	30 minute multiple-choice test under controlled conditions and a short practical test of the principles of first aid and Fire management techniques.
Unit 5: Fire management techniques for Motorsports Marshals	30 minute multiple-choice test under controlled conditions and a short practical test.
Unit 6: Communication techniques for Motorsports Marshals	30 minute multiple-choice test under controlled conditions and a practical demonstration
Unit 7: Operations in Track Events Participation at Motorsports	Minimum 6 participations at Motorsports events

events Incident Management Unit 8: Operations in Rally Incident Management Unit 9: Operations in Kart Incident Management (Candidates must provide evidence of attendance at a minimum 5 participation at each unit)	i. These are recorded in a log-book (signed by an appointed marshal)
	ii. At the end of each participation to write a short event report on the event just experienced
	iii. Also to participate in debriefing sessions
	All these experiences are brought together into synoptic illustrated presentation on safety in Motorsports events.
	Experiences arising from each day's event attendance are written up into a reflective review . See Guidance on page 39.

Learners may take one or more MCQ test paper in any agreed assessment period. Ascentis recommend that centres offer no more than 4 such test opportunities in any day of assessment. Learners may sit the MCQ test papers a total of 3 times in any period of registration

Experience in Motorsports Marshalling

The experiential aspect will normally consist of a minimum of 6 participations at Motorsports events where the individual has to act as a trainee incident marshal (candidate registered with the MSA for this qualification will be allocated trainee status). The candidate must complete a minimum of 3 participations in at least one endorsed area (units 7, 8 and 9), totalling a minimum of 6 across all three endorsements should that be chosen. The candidate will be allocated, and work under the direct guidance, of a qualified incident marshal or higher; the senior marshal at the event will sign a logbook, kept by the candidate, to confirm their attendance and proper conduct throughout the day. Supervisors will have copies of the full log book. An extract from the full log book is available as an example in Appendix 1

At the end of each practical experience or event the learner will have to produce a report of the day's activities and participate in a debriefing session. The student will make recommendations about improvements they deem necessary, if any. After 3 such experiences (in total) the student will have to review these observations as a whole and provide an illustrated presentation on the safety aspects at such competitive Motorsports events. Finally the student will be expected to write a reflective review. See guidance on page 39.

Candidates must complete this qualification and have logged (and duly signed) the correct number of participations in marshalled events to be recognised as a marshal by the Motorsports Association (MSA).

Guided Learning Hours

162 Guided learning hours for the full award.	
Units 1 – 6:	120 guided learning hours in total
Units 7, 8 and 9:	42 guided learning hours. (7 hours per supervised event participation).

Recommended Prior Knowledge, Attainment or Experience

No formal qualifications are required however an interest in motorsports is desirable. For learners to benefit from this programme of study fully they would normally need to have literacy and numeracy skills at level 1.

Opportunities for Progression (to and from this qualification)

Successful candidates will be able to fill the role of an incident marshal at any event worldwide and be employed by a circuit or rally testing organiser; and be able to progress on to higher level marshalling qualifications.

Candidates may also use this award or combine it with other level 2 qualifications and progress on to a range of level 3 Sports Management or Event Management qualifications.

Qualifications of Tutors and Assessors

The tutor and any assessors must have been trained as an incident marshal in a manner that is recognised by the MSA. They must be an MSA-registered instructor with a minimum of 5 years marshalling experience.

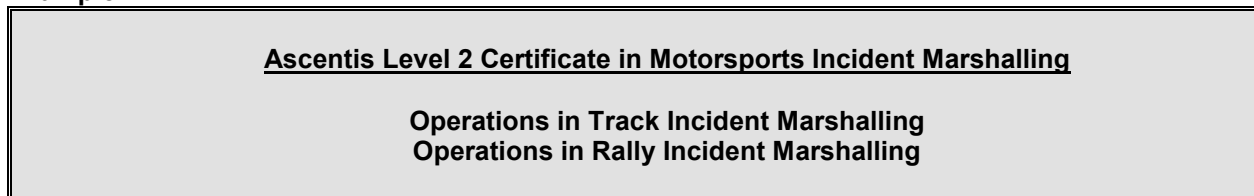
Where centres wish to operate this programme the MSA will provide a list of suitably qualified instructors and assessors. The MSA also undertake to train and licence teaching staff so that they may deliver the programme in following years.

Awarding

Candidates who achieve all six mandatory units and a minimum of two of the remaining units will receive a certificate for the full award

The certificate will indicate the award achieved and will indicate the optional units awarded:

Example:



Candidates may claim interim certification for units of this qualification. In such cases the certificate will indicate that it is a unit certificate and will indicate what units have been successfully awarded and the name of the full qualification. See further guidance on progression to units 7, 8 and 9 see page 10.

Example:



Candidates with Particular Needs

Ascentis has procedures in accordance with the Statutory Regulation of External Qualifications 2004 to ensure this qualification is accessible and doesn't disadvantage a learner with particular needs. Full details of these procedures are available within the Foundation Information File or through contacting the Ascentis office.

Appeals Procedure

Ascentis has an appeals procedure in accordance with the statutory Regulation of External Qualifications (2004). Full details of this procedure, including how to make an application, are available within the Foundation Information File or through contacting the Ascentis office.

Key Skills and National Occupational Standards

The tables on pages 45-47 provide guidance on opportunities to capture Key Skills evidence at level 2 through the learning and assessment activities of this qualification.

The table on pages 43-44 summarises the National Occupational Standards covered by this qualification.

QCA Qualification Accreditation Number

100/4522/3

QCA Qualification Accredited Units and Numbers

Unit title		Unit Number
Unit 1	Personal Well-being for Marshals	T/102/7240
Unit 2	Personal Safety for Motorsports Marshals	A/102/7241
Unit 3	Track Craft for Motorsports Marshals	F/102/7242
Unit 4	Principles of First Aid and Incident Handling in Motorsports	J/102/7243
Unit 5	Fire Management Techniques for Motorsports Marshals	L/102/7244
Unit 6	Communication Techniques for Motorsports Marshals	R/102/7245
Unit 7	Operations in Track Incident Management	Y/102/7246
Unit 8	Operations in Rally Incident Management	D/102/7247
Unit 9	Operations in Kart Incident Management	H/102/7248

Status in Scotland, Wales and Northern Ireland

This qualification is available in English only.

Spiritual, Moral, Ethical and Social Issues

Candidates have numerous opportunities to explore wider issues through this qualification. The use of Personal Protective Equipment (PPE) and clothing raises issues of cultural dress norms and the appropriateness of various styles of clothing and the materials used. Where there is discussion of spectator control/management there is the opportunity to discuss a variety of social and cultural issues, such the differences in approaching people from diverse cultural heritages and of both genders. These issues also emerge when providing first aid to competitors. Candidates should also be given the opportunity to explore European legislation concerning Motorsports and health and safety.

Centre Approval and Registration

Centres must be approved by Ascentis to offer this ICT qualification. Details of the centre approval process are available from the Ascentis office.

All candidates must be registered within two weeks of the course commencing, using the Student Information Record Sheet (SIRS) a copy of this form on page 44.



ASSESSMENT AND MODERATION ARRANGEMENTS

A range of assessment methods is employed across the units of this qualification.

Units 1 – 6 (External Assessment)

These are Ascentis/MSA devised tests and cannot be altered. The assessment for these units is as follows:

Unit 1 Multiple Choice Question test paper only (30 minutes)

Unit 2 Multiple Choice Question test paper only (30 minutes)

Unit 3 Multiple Choice Question test paper only (30 minutes)

Unit 4 Multiple Choice Question test paper and practical task (30 minutes for MCQ and 30 minutes for the practical component)

Unit 5 Multiple Choice Question test paper and a practical task (30 minutes for MCQ and 30 minutes for the practical component)

Unit 6 Multiple Choice Question test paper and practical (30 for the MCQ and 30 minutes for the practical component)

These assessments will be conducted under supervised conditions. See tutor guidance on page 13.

Units 7, 8 and 9 (Internal Assessment)

The second part of the programme will take the form of a series of short pieces of coursework and presentations.

- completed and duly signed logbook
- short incident reports from each event attended, written in the third person.
- reviews after a series of events (The Event reports below)
- presentations on recommendations
- a reflective review, written in the first person.

Knowledge, Understanding and Skills Required of Assessors and Internal Moderators

Assessors of this qualification should have knowledge, understanding and skills in Motorsports Incident Marshalling together with practical experience in the application of these skills. Ideally they should hold a Motorsports qualification at Level 2 or above.

Internal Moderators need to be competent assessors with knowledge of the requirements of the internal moderation process. Ascentis provides training events for internal moderators and any person new to this role would be advised to go on an Ascentis training event.

The Logbook

A blank copy of the logbook is provided on page 34. Tutors should make sufficient copies, so that each registered candidate has their own. The logbook must be kept by the candidate and produced on request. Candidate must ensure that each participation at approved events is recorded and their conduct is signed off as having been appropriate.

²All regulations must be conducted in accordance with the Statutory Regulations of External Qualifications 2004 (QCA)

Debriefing Sessions

All Marshals are required, be they experienced or trainees, to attend and contribute to debriefing sessions after each event. The candidate is under no obligations to offer opinion or comment if there is nothing for them to report. They will not be penalised for this. However they must attend each such event and make appropriate contributions to the evaluation of the day's event(s) and must report or comment on any significant occurrence they have observed or been involved with. This participation or contribution will be recorded in the candidates' logbook.

Illustrated Presentations

This is a requirement and an opportunity for the candidate to demonstrate individually their understanding of incident marshalling following their participation at live events. Candidates must undertake a presentation of approximately 15 minutes duration, which incorporates at least one image or diagram. The candidate does not need to present any documentary evidence and will be assessed on the content of their presentation.

Reflective Review

This is a synoptic document and requires candidates to draw together all of the above and bring in additional observations and commentary to demonstrate how the issues to emerge from their participation at permitted events might be usefully summarised.

The criteria against which the reflective review will be judged against is provided on page 40.

Conducting Controlled Conditions Assessment

The externally approved tasks must be taken under controlled conditions as follows:

- 1 Each assessment clearly indicates the time limit for completion of the activity. All tasks must be completed during a single session under continuous supervision
- 2 All work completed as evidence for the activity must be clearly marked with the candidate's name and date and handed in at the end of each session.
- 3 It is the centre's responsibility to make sure that such evidence is securely kept and not contaminated by candidate evidence produced elsewhere.
- 4 Only work produced and completed under such conditions may be included as the evidence of external assessment for any candidate.
- 5 All tasks must be completed unaided after any necessary initial help in understanding the situation and tasks required.
- 6 Where evidence of competence is based on observations of activities or oral responses then these must be recorded in a standard format provided by Ascentis and signed by a centre-approved observer. These records are to be retained and made available for moderation together with each candidate's portfolio of evidence.
- 7 All evidence must be completed following the assessment criteria in the specification. Evidence should demonstrate the ability unaided after some tutor support in the preparatory work.

All assessment evidence must be compiled by the candidate into a folder or portfolio. These must also provide a contents page that indicates in a straightforward manner where each piece of evidence is located within the folder or portfolio. Upon completion these will be forwarded by post to the named moderator

UNIT SPECIFICATIONS

- Unit 1: Personal Wellbeing
- Unit 2: Personal Safety for Motorsports Marshals
- Unit 3: Track Craft for Motorsports Marshals
- Unit 4: Principles of 1st Aid and Incident Handling
- Unit 5: Fire Management Techniques for Motorsports Marshals
- Unit 6: Communication Techniques for Motorsports Marshals
- Unit 7: Operations in Track Incident Management
- Unit 8: Operations in Rally Incident Management
- Unit 9: Operations in Kart Incident Management

UNIT 1 PERSONAL WELL BEING FOR MARSHALS

Introduction

The unit describes how a marshal should dress to cope with the environment and climatic changes; the food and drink required to be consumed to maintain homeostasis and personal protective equipment required to perform the task

How Will I be Assessed?

30 minute multiple-choice test under controlled conditions

What You Must Learn:	You Should Be Able To:
1 Dress in a manner that maintains the bodies homeostasis	Understand the need to dress in sufficient layers so as to maintain a comfortable body temperature. Explain the effect of the sun, wind, rain and chill-factor on the body's performance and how different types of personal clothing and equipment (gloves, coats and hats) may be utilised to combat the effects of these elements.
2 What the body requires to maintain its correct function	List a minimum of 5 foods and drink so that the body maintains the correct level of nutrients and level of hydration.
3 Personal Protective Equipment	Explain the need for high visibility outer garments and the requirements of clothing made from certain materials. Select suitable gloves, footwear and other personal protective equipment for the tasks they will be performing.
4 Tools	Select the correct, screw drivers, release equipment (specialist scissors) and other equipment required for specific events.

Tutor Guidance

A range of suitable pieces of clothing and equipment should be available for the students to handle and evaluate. These are available from the MSA or BMMC.

1 External Assessment

30 minute Multiple Choice Questions test paper only.

2 Guidance on Setting Internal Tasks

None permissible.

3 Materials and Mark Scheme

The students must achieve 80% correct answers for this essential element.

UNIT 2 PERSONAL SAFETY FOR MOTORSPORTS MARSHALS

Introduction

This unit describes the behavioural approach required to ensure the marshal and his or her colleagues remain as safe as possible when carrying out their duties whatever the circumstances

How Will I be Assessed?

30 minute multiple-choice test under controlled conditions

What You Must Learn:	You Should be Able To:
1 Positioning of Personnel Understand the reaction of vehicles on different surfaces	Predict the likely course (trajectory) of a vehicle travelling on different surfaces and under varying conditions.
2 Use of Senses to Aid Monitoring What to watch, listen and smell during an event and the implications of any changes	Show awareness of key and critical track events and incidents, and respond or explain how to respond appropriately e.g. responses to trackside alarms.
3 Using Personal Protective Equipment The Corrective personnel protective equipment required to ensure your safety in a range of situations	Select the correct personal protective equipment for a range of situations. <i>This selection should comply with MSA regulations.</i>
4 Interpersonal Communications Communicating with people in normal and extreme conditions	Describe an appropriate response to a given scenario involving spectators and/or competitors.
5 Responding to Signals Understanding the warning signals and how you should react to them	Act promptly and correctly to a range of warning signals.
6 Lifting and Handling The correct way to lift and move objects	Demonstrate the best ways to lift extinguishers and move objects. How to best move cars that may have lost a wheel or may be incapacitated.

Tutor Guidance

1 External Task

Using multiple choice questions (30 minutes) and examples set by the MSA.

2 Guidance on Setting Internal Tasks

None permissible.

3 Materials and Mark Scheme

The students should achieve 80% correct answers for this essential element.

UNIT 3 TRACK CRAFT FOR MOTORSPORTS MARSHALS

Introduction

This unit describes the tasks a marshal should complete during an event and also specific tasks that are required following an incident.

How Will I Be Assessed?

30 minute multiple-choice test under controlled conditions.

What You Must Learn:	You Should Be Able To:
1 Track Management	Correctly prepare the track and marshal sector for the event by checking and sweeping circuit.
2 Equipment Management	Show that you know what equipment is available and be able to place it in the best position to maintain the marshal's safety but allowing the best response time.
3 Hand Signals	Know and demonstrate the correct hand signals for the required action.
4 Spillage Management	Demonstrate the correct procedures for treating all forms of liquid spillages on the track.
5 Assist with Tyre Wall Rebuilds	Know how a tyre wall is built and its repair after impact damage.
6 Assist with Vehicle Recovery	Understand the dangers of lifting and towing vehicles. Demonstrate that they can effectively communicate safety instructions to competitors.

Tutor Guidance

1 External Task

Using multiple choice questions (30 minutes).

2 Guidance on Setting Internal Tasks

None permissible.

3 Materials and Mark Scheme

The students should achieve 80% correct answers for this essential element.

UNIT 4 PRINCIPLES OF FIRST AID AND INCIDENT HANDLING IN MOTORSPORTS

Introduction

This unit describes the skills and behaviours required to ensure the marshal can communicate with a casualty and prevent their condition from deteriorating, where possible. It also assesses the skills required to manage incidents so that the event can continue as safe as possible.

How Will I Be Assessed?

30 minute multiple-choice test under controlled conditions and a short practical test of principles of first aid and incident management (30 minutes).

What You Must Learn:	You Should Be Able To:
1 The principles of A, B, C and C spine immobilisation	Demonstrate procedures of casualty care and primary survey. Show by demonstration how to immobilise the neck and move head to neutral position from the front, side and rear. Demonstrate actions to maintain the casualty's status, for example in the case of a fire developing. Show understanding of appropriate responses to abnormal bodily sounds, smells and colour changes. Explain how to treat loss of blood and deal with burns.
2 The correct approach to an incident and incident management	Show how to approach a casualty whilst maintaining your personal safety, making eye contact and commencing communication.
3 Safety tasks required to be completed after an incident	Demonstrate procedures for recovery of vehicles. In particular those vehicles that have a fuel leak or have been on fire.
4 Interpersonal communications with people in normal and extreme conditions	Communicate in an appropriate manner with marshals, rescue crew, spectators and competitors before, during and after an incident. Communicate with rescue units and Doctors explaining the development of an incident.
5 Scene Safety	Demonstrate practically the safety checks required when attending an incident such as checking for fire, switching off electrics and stabilising the vehicle.

Tutor Guidance

1 External Task

Using multiple choice questions (30 minutes) plus a practical task (30 minutes).

2 Guidance on Setting Internal Tasks

None permissible.

3 Materials and Mark Scheme

The students should achieve 80% correct answers for this essential element. First aid techniques will be assessed through role-play. The scene safety component will be assessed through a simulation using a mock-up vehicle.

UNIT 5 FIRE MANAGEMENT TECHNIQUES FOR MOTORSPORTS MARSHALS

Introduction

The unit assesses the duties and skills a marshal should possess in order to prevent and extinguish fires during an event.

How Will I Be Assessed?

30 minute multiple-choice test under controlled conditions and practical task (30 minutes).

What You Must Learn:	You Should Be Able To:
1 The Theory of Fire	Can explain how fires are triggered in Motorsports and can list the sources of different fuels, heat and oxygen. Can state why a fire has to be extinguished as soon as possible.
2 Extinguisher Use	Can select appropriate extinguisher for the purpose. Demonstrate how the different types of extinguisher available should be used effectively. Check an extinguisher so that they are confident that it operates correctly. Safety work as part of a team with extinguishers. (simulation only)
3 Fire Prevention	Identify different types of electrical cut off switches, when and how to cover fuel to prevent ignition for a range of appropriate vehicle types. (simulation only)
4 Fire Safety	Explain how to approach fire as part of a team, what distance to stop to ensure the extinguisher works effectively and extinguish a fire without getting too close. State the effect of fumes produced by a fire.
5 Post Fire Hazards	List typical hazard presented following a car fire. Demonstrate actions to be taken to prevent re-ignition and maintain personal safety.

Tutor Guidance

1 External Task

Using multiple choice questions (30 minutes) plus a practical task (30 minutes).

2 Guidance on Setting Internal Tasks

None permissible.

3 Materials and Mark Scheme

The students should achieve 80% correct answers for this essential element. Fire techniques will be assessed through simulations. The scene safety component will be assessed through a simulation using a mock-up vehicle.

UNIT 6 COMMUNICATION TECHNIQUES FOR MOTORSPORTS MARSHALS

Introduction

The unit assesses the skills a marshal should possess to communicate with safety control and with competitors before, during and at the end of an event.

How Will I Be Assessed?

30 minute multiple-choice test under controlled conditions and a practical demonstration (30 minutes).

What You Must Learn	You Should Be Able To
1 How to Communicate by Radio and Telephone	Demonstrate the correct use of a radio on the relevant frequency. Demonstrate the use of correct language, especially key words used to pass messages. Demonstrate appropriate care and safe use of communication devices.
2 The meaning and use of flags to communicate with the competitors	Select the correct flag to convey information such as danger of change of surface conditions to competitors. Display flags correctly in different weather conditions. Explain the factors affecting the visibility of flags to competitors.
3 Write Reports on Abnormal Events	Write concise factual relevant reports See guidance on Event Report on page 12.

Tutor Guidance

1 External Task

Using multiple choice questions (30 minutes) plus a practical task (30 minutes).

2 Guidance on Setting Internal tasks

None permissible.

3 Materials and Mark Scheme

The students should achieve 80% correct answers for this essential element. First aid techniques will be assessed through role-play. The scene safety component will be assessed through a simulation using a mock-up vehicle.

UNIT 7 OPERATIONS IN TRACK INCIDENT MANAGEMENT

Introduction

The unit describes the practical tasks and skills a marshal should be demonstrate whilst attending a race circuit in an official capacity as a marshal.

How Will I Be Assessed?

All evidence for this unit is produced under internal assessment conditions. See guidance on page 10.

What you Must Learn	You Should Be Able to
1 To Concentrate on Proceedings	Practically, on track, demonstrate safety behaviours to MSA standards.
2 What may be expected from competitors and other circulating vehicles	Demonstrate that you are prepared (at appointed station and with all the requisite materials) for the start of sessions at the correct time. Demonstrate that you know when a session has finished. Maintain personal safety whilst conducting activities during and between sessions.
3 When and how to put into practice the theoretical units and where accidents may happen	Deal with incidents correctly safely. Locate your position in the most suitable site to remain as safe as possible.
4 Be aware of speed of competitors and its relationship to the tasks you may have to complete	Demonstrate an appreciation of speed of competitors in completing lap. The time from appearing in the sector to leaving the sector.
5 Post-Equipment Layout	Demonstrate the best location for post safety equipment and how to check its functionality.

Tutor Guidance

1 External Task

None permitted.

2 Guidance on Setting Internal Tasks

See page 7 for guidance on the assessment requirements for this unit.

3 Materials and Mark Scheme

Candidate will access to the following:

- a a completed logbook
- b event reports.

UNIT 8 OPERATIONS IN RALLY INCIDENT MANAGEMENT

Introduction

The unit describes the tasks and skills a marshal should be demonstrate whilst marshalling a rally stage.

How Will I be Assessed?

See page 10 for guidance.

What you Must Learn	You Should Be Able To
1 How to recognise safe locations to stand (e.g. wooded and tarmac stages of a Rally event) and identify potential hazards)	Identify the safest and most appropriate place to stand for self, spectators and photographers.
2 Stages safety vehicle protocol.	Demonstrate that you understand the function of the course car (s).
3 Stage protocol.	Control and alert spectators to imminent arrival of competitors.
4 When and how to put into practice the theoretical units and where accidents may happen.	Deal with incidents correctly and safely.
5 Be aware of speed of competitors and its relationship to the tasks you may have to complete.	Demonstrate an appreciation of the speed of competitors from appearing in the sector to leaving the sector.
6 Time and personal management skills.	Arrive at sign-on or stage-start in good time, with the correct dress and equipment to complete the marshalling duties required.
7 Procedures for initiating a stage stop and calling for assistance.	Demonstrate how to communicate with the stage commander and identify relevant information from irrelevant information via a radio controller. Demonstrate correct usage of flags.

Tutor Guidance

1 External Task

None permitted.

2 Guidance on Setting Internal Tasks

See page 12 for guidance on the assessment requirements for this unit.

3 Materials and Mark Scheme

Candidate will access to the following:

- a a completed logbook
- b event reports.

UNIT 9 OPERATIONS IN KART INCIDENT MANAGEMENT

Introduction

The unit describes the tasks and skills a marshal should demonstrate whilst marshalling at a kart circuit.

How Will I Be Assessed?

By observation by an experienced person during an event.

What You Must Learn	You Should Be Able To
1 What the role of the assistant incident marshals and how they are part of the team	Communicate with the appropriately and effectively with the assistant incident marshals.
2 Kart race protocols	Demonstrate that you are prepared for the start of sessions at the correct time. Demonstrate that you know when a session has finished. Complete the tasks required during and between sessions using your knowledge and sense to remain safe.
3 Procedures for initiating a session stop and calling for assistance	Show how to communicate with the chief marshal and what is relevant and irrelevant information via a radio controller. Demonstrate correct usage of flags.
4 When and how to put into practice the theoretical units where accidents may happen	Deal with incidents correctly and safely. Locate your position in the most suitable site to remain as safe as possible.
5 Be aware of speed of competitors and its relationship to the tasks you may have to complete	Demonstrate an appreciation of speed of competitors in completing a lap and the time from appearing in the sector to leaving the sector.
6 Post equipment layout	Demonstrate the best location for sector safety equipment and how to check its functionality.

Tutor Guidance

1 External Task

None permitted.

2 Guidance on Setting Internal Tasks

See page 12 for guidance on the assessment requirements for this unit.

3 Materials and Mark Scheme

Candidate will access to the following:

- a a completed logbook
- b event reports.

Personal Details

Address _____

Postcode _____

Contact telephone number _____

Contact in an emergency _____

Relationship _____

Contact telephone number _____

Signature _____

Date Started _____

Date Completed _____

Reviewed by Tutor _____

Name _____

Date _____

Signature _____

Event 1

Day	
Date	
Venue	
Post	
Observer/ sector marshal	
Paired up with (name and grade)	
Weather	

Dress	Satisfactory	Comments
Overalls		
Clothing		
Footwear		
Gloves		
Hat		
Waterproofs		
Tools		
Whistle (rally)		
Food		
Drink		

Observers Name (Print) _____

MSA registration number _____

Signature _____

Attitude	Satisfactory	Comments
Personal safety		
Concentration		
Communication		
Track checking		
Team-work		
Timeliness		
Flag presentation		
Oil dressing		
Sector maintenance		
Incident Handling		
Procedures		
Safety		
Communication		
Clearance		
Casualty care		

Observers Name (Print) _____

MSA registration number _____

Signature _____

Incidents

Location	Numbers of cars and numbers	Description of incident	Action taken with outcomes

Trainee's Name (Print) _____

MSA registration number _____

Signature _____

Reflective Review of the Day

(Highs and lows. What was good, what could have been done better and general review of other marshals).

Positives	Improvements	Mentors comments

Trainee's Name (Print) _____

MSA registration number _____

Signature _____

Reflective Review Assessment Criteria

The reflective review will be assessed against the criteria below.

The candidate should:

- Give an overview of events they have attended not just logged, describing the structure of the team, how the team fitted in with the event
- Provide a critique of the day(s), describing the good and bad points and how they may be corrected
- Describe their role within the team and how their interpersonal skills and behaviours influenced the behaviours of all the other marshals and how the other marshals responded to them
- Identify training needs for themselves and for members of the team with suggestions on how to develop the team in the future
- Describe approaches they have used when dealing with incidents they have been involved in ensuring that no further harm was done to driver car or circuit.

Marshal's Report

Circuit Stage		Date	Post
Time	Stage/ Kart/ Circuit Practice/ Race no		Type
Weather conditions	Dry / Wet / Sunny / Cloudy		
Track Conditions	Dry / Damp / Wet / Oil		
Recovery required	Straight tow Suspended front or rear		Full lift Winching
Track damage	Tyre wall Trees	Armco Buildings	Concrete wall Track surface
Incident communicated	Yes / No	At Time	To
Major incident form completed	Yes / No		
Report Please Print			
Time of Incident	Car No(s)		

Sketch

Marshal's Name		Signed	
MSA No			

National Occupational Standards Tracking Table.

This table indicates the relationship between the learning outcomes of the Ascentis level 2 certificate in Incident Marshalling in Motorsports and the National Occupational Standards for Officiating².

Ascentis	NOS	Ascentis	NOS
Unit 1 Personal well-being for Marshals		Unit 5 Fire management techniques for motorsports Marshals	
1	C22.2.2	-1	C22.1.1, C22.1.4, C22.2.2
2		2	C22.1.1, C22.1.4, C22.1.6
3	C22.1.1, C22.2.2	3	C22.1.6, C22.2.2
4	C22.1.1, C22.1.4	4	C22.1.6, C22.2.3
Unit 2 Personal safety for Motorsports Marshals		5	C22.1.1 – 6, C22.2.1 – 5
1	C22.1.2, C22.2.2	Unit 6 Communication techniques for Motorsports Marshals	
2	C22.1.2, C22.2.2	1	C22.4.4
3	C22.1.1, C22.1.4, C22.2.2	2	C22.4.4
4		3	
5	C22.4.4, C35.2.9	Unit 7 Operations in track incident management	
6	C22.1.6, C22.1.2, C22.2.2	1	C22.1.2
Unit 3 Track Craft for Motorsports Marshals		2	C22.2.1
1	C22.1.1, C22.1.3, C22.1.4, C22.2.2	3	
2	C22.1.1, C22.1.4, C22.2.2	4	
3	C22.4.4	5	C22.1.2, C22.1.3
4	C22.1.3, C22.2.2	Unit 8 Operations in rally incident management	
5	C22.1.6, C22.2.2	1	C22.1.1, C22.1.2, C22.1.3, C22.1.6
6	C22.4.1, C22.4.2, C22.4.3	2	
Unit 4 Principles of first-aid and incident handling in motorsports		3	
1	C22.3.2, C22.4.3	4	
2	C35.1.7, C35.1.10	5	
3	C53.1.8	6	
4	C35.1.9, C35.1.11	7	C22.2.3, C22.4.4
5	C35.1.8		
		Unit 9 Operations in Kart incident management	
		1	
		2	C22.1.3, C22.1.5
		3	C22.2.3, C22.4.4
		4	
		5	
		6	C22.1.1

² SkillsActive, Castlewood House, 77 – 91 New Oxford Street, London, WC1A 1PX

Key Skills Tracking Tables

These table signpost opportunities to produce key skills evidence at level 2 through the completion of this award.

Communications		
C2.1a Take part in a group discussion.	2.1a. 1 Make clear and relevant contributions in a way that suits your purpose and situation 2.1a.2 Respond appropriately to others 2.1a.3 Help to move the discussion forward.	Evidence for this Key Skill can be produced through the careful planning of the Illustrated Presentation. Candidates should include reference to two documents as referred to in C2.2 and aim to have a discussion element in the presentation, so as to fulfil the requirements of C2.1a (this could take the form of questions and answers).
C2.1b Give a talk for at least four minutes.	2.1b.1 Speak clearly in a way that suits your subject, purpose and situation 2.1b.2 Keep to the subject and structure your talk to help listeners follow what you are saying 2.1b.3 Use appropriate ways to support your main points.	
C2.2 Read and summarise information from at least two documents about the same subject. Each document must be a minimum of 500 words long.	2.2.1 Select and read the relevant documents 2.2.2 Identify accurately the main points, ideas and lines of reasoning 2.2.3 Summarise the information to suit your purpose.	
C2.3 Write two different types of documents each one giving different information. One document must be at least 500 words long.	2.3.1 Present relevant information in a format that suits your purpose 2.3.2 Use a structure and style of writing to suit your purpose 2.3.3 Spell, punctuate and use grammar accurately 2.3.4 Make your meaning clear.	

Application of Number		
N2.1 Interpret information from a suitable source.	2.1.1 Choose how to get the information you need to meet the purpose of your activity 2.1.2 Obtain relevant information 2.1.3 Choose appropriate methods to get the results you need	Candidates may produce evidence for this Key Skill by extending their understanding of the mathematics and science of vehicle design or motion. This qualification provides a context in which such interest may be pursued, however this skill or knowledge is not directly assessed by this qualification.
N2.2 Use your information to carry out calculations to do with: a. amounts or sizes b. scales or proportion c. handling statistics d. using formulae	2.2.1 Carry out calculations, clearly showing your methods and levels of accuracy 2.2.2 Check your methods to identify and correct any errors, and make sure your results make sense.	
N2.3 Interpret the results of your calculations and present your findings.	2.3.1 Select effective ways to present your findings 2.3.2 Present your findings clearly using a chart, graph or diagram and describe your methods 2.3.3 Use more than one way of presenting your findings 2.3.4 Describe what your results tell you and how they meet your purpose.	

ICT		
ICT2.1 Search for and select information to meet your needs. Use different information sources for each task and multiple search criteria in at least one case.	2.1.1 Select information relevant to the tasks.	Candidates may generate evidence for this Key Skill through the preparation for the Illustrated Presentation.
ICT2.2 Enter and develop the information to suit the task and derive new information.	2.2.1 Enter and combine information using formats that help development; 2.2.2 Develop information and derive new information as appropriate.	
ICT2.3 Present combined information such as text with image, text with number, image with number.	2.3.1 Develop the presentation so that the final output is accurate and shows consistent use of formats; 2.3.2 Use layout appropriate to the types of information.	

Contact Details

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