

CFA FAQ's (v1)

In-Flight Learner Strategy & Transition

Registration Periods & Extensions

Q. Learner Registration Period Extensions – how will these be applied/what is the process?

- A. Learners will be granted an extension to their registration period due to Covid-19
- Level 1 & 2 – will be through 1st4Sport, via the 'Special Considerations Form', which can be completed on behalf of a group of learners, with the learner details being included on a spreadsheet and submitted along with the form.
 - UEFA B – will be via FA Education, by emailing Education@TheFA.com

FA Level 1

Q. Level 1 Completion Course – when will this be available to book?

- A. This is for learners who have started their FA Level 1 F2F Workshops (up to Workshop 2 as a minimum), but not yet completed these. The FA Level 1 (Completion Course) will be available to book from w/c 7th December, and course delivery will commence early January 2021.

Q. Level 1 – Learner has just missed workshop 2 (done 5, 6 & 7)

- A. In this case, providing the learner has completed Workshop 5 – the learner can be marked off as complete for the F2F element of the course.

Q. Level 1 Learners just requiring the Safeguarding Children Workshop – could they be given access to the Online Recert in order to complete their qualification?

- A. No, the learner will need to complete the new Online Safeguarding Workshop once available in March 2021.

Q. Will Level 1 learners be signed off on their Level 1 Award if they complete the SCA, Concussion & Safeguarding For All modules? Or will they be asked to complete the new online courses from March 2021?

- A. No they will need to complete the Safeguarding and/or IFAIF in 2021. Learner extensions can be applied, and CFAs remain as centres until learners are signed off.

FA Level 2

Q. FA Level 2 – when does this become the UEFA C? When will this be available to learners? What is the interim guidance/direction for learners looking to progress?

A. Our coach development is aligned to the recently updated UEFA Convention and to our FA Strategic approach. Therefore, we are reviewing our learning offer subsequently and we will communicate with learners in due course. In the interim, learners are encouraged to continue their development through the CPD offerings from the FA, County FA and Boot Room.

Q. How are CFAs able to help set up Level 2 Block 2 F2F delivery in the new year if they have human resource challenges?

A. All CFAs are the centres and are required to complete their responsibilities with existing learners. We ask that you contact FA Education for any bespoke support you require. If you are unable to meet the course requirements a full refund would need to be provided to any cohorts of existing learners.

Q. What happens to a learner if the CFA is not planning to run a Block 2 (In January – May 2021)?

B. The CFA need to make FA Education aware of this – via email to Education@TheFA.com. This will be reviewed and further information will follow.

Projects & ISV's

Q. Project Marking (Level 2 & UEFA B) – where CCD undertook the ISV's, but project not submitted until after CCD was no longer in post.

A. The Grassroots Coach Development team will lead the In-Situ and Project sign-off process with these learners based on insight provided by CFAs.

Q. If a learner is deemed competent after 1 x ISV, how far can we go back on our database – to pass any other learners that have only had (and needed) the 1 visit?

A. As long as the learner is still within their Registration Period and providing the learner has completed the required amount of delivery on the first ISV and was deemed competent by their tutor – they can be marked off for their ISV's (without the need for a second visit). Best practice would recommend that the learner is followed up with a virtual call.

UEFA B

- Q. Learners who have been through the selection process for the 2020/2021 UEFA B – but the course did not go ahead.**
- A. Coaches selected for 2020/2021 UEFA B whose course has not started will receive priority when UEFA B recommences.
- Q. Bursaries – UEFA B Bursary holders that did not want to attend the Block 1 (October) due to COVID, will their bursaries still be valid next year, and can they be fast tracked to a future course because of this?**
- A. These learners will be prioritised for the next cohort of the UEFA B and the bursary will carry over. FA Education will be in contact at the appropriate time to get this information from you.

In-Flight Learners – Transition to new courses

- Q. Learners who have started a course, but do not want to complete in the ‘new’ format – what is the process/advice for these learners?**
- A. If a learner was part way through a course, but no longer wishes to continue with the new delivery option:
- For FA Level 1 learners, they should be reminded that the new Level 1 will also be in a digital format, as this may affect their decision. However, we would suggest a refund for the learners who still do not wish to continue their qualification.
 - For FA Level 2 learners, we suggest that a refund/retrospective refund be given if they do not wish to continue with the Digital Block 3 delivery, as there is no alternative option for them to complete their qualification at this time. Further information on how the learner can continue their learning will follow once details on the new Level 2 become available.

Delivery – December Onwards

- Q. December Delivery – Standalone IFAiF and Safeguarding Workshops, can CFA’s still deliver these (lockdown permitting)?**
- A. Yes, these can still be delivered in December providing that lockdown restrictions have been lifted, and that the courses are run in accordance with the FA Guidance Document & Government Guidance with regard to any further local restrictions.

Q. Delivery of Level 1 (In-Flight) & Level 2 Block 3's – are CFA's able to deliver these F2F from January?

A. Level 1 learners who have attended Workshops 1 & 2 (as a minimum) will be transition over to the alternative delivery method (FA Centralised) in order to complete their qualification. Level 2 Block 3's will also be run via an alternative delivery method (FA Centralised) – so no longer need to deliver these F2F. Learners will achieve their qualification via this method – which has been approved by 1st4Sport. Delivery of both courses using the alternative delivery method will take pressure of CFA's during the transition time.

CFA's will concentrate on delivery of the following courses from January 2021:

- Level 2 – Block 2
- UEFA B
- GK – completion of any part-delivered courses
- Futsal – completion of any part-delivered courses
- ISV's (Level 2 & UEFA B)

Funding Partners

Q. Funding Partners – How will CFA's be able to track completions and provide the evidence to their Funding Partners?

A. FA Education will provide the relevant reports to CFA's to satisfy the requirements from Funding Partners. Please contact Education@TheFA.com.

Q. Are CFA's allowed to tell their Funding Partners that they will not be administering the new courses next year?

A. Yes, this information can be shared.

1st4Sport Related Queries

Q. Refunds

A. 1st4Sport will not be providing refunds for learners who have been registered with them for which the F2F delivery has started.

Q. Extensions/Special Considerations Applied – CFA not running courses

A. These will be dealt with on a case by case basis, between the CFA and 1st4Sport.

Q. Invoices – will there be any further invoices generated?

A. The action of updating the learner status on FA Learning (from 'Booked' to 'Partially Attended' or 'Fully Attended Competent') triggers the invoice to be generated.

Q. EQA Requirements

A. All CFA's will continue to be subject to EQA activities until all learners on the 1st4sport qualifications have either completed or their registration expired. This is due to these qualifications being regulated. CFA's should continue to work with their 1st4Sport EQA contact regarding these.