

Certificate in Safe and Effective Dance Practice

Qualification Specification
and Regulations

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Introduction

'Well informed dance teachers can enable dancers to dance for longer and enhance performance. We know that it is in the studio that future generations of dancers are born, either for the professional theatre, or for recreational pleasure. By keeping dance teachers up to date with the best information we have, those dancers will have greater longevity and the life-enhancing joy of dancing'

Rachel Rist, Chair of Education Committee, International Association of Dance Medicine Science (IADMS)

Welcome to Trinity College London's new syllabus for Safe and Effective Dance Practice. This syllabus is the culmination of an exciting collaboration between Trinity College London and the International Association for Dance Medicine and Science (IADMS) to fill a recognised gap in qualifications for dance practitioners. It represents a very significant advancement in this area.

In attaining this qualification dance teachers, rehearsal directors, professional dancers and community dance leaders will have the opportunity to improve and then demonstrate their up to date knowledge and understanding of safe and effective dance practice. The qualification covers areas as diverse as an understanding of the role of nutrition in dance through to the ability to appraise particular training requirements within chosen dance genres. The aim is to provide an educative and rewarding experience for all those working across the varied sectors of the dance profession and to ensure that all students and dancers and dance teachers are aware of how to provide both safe and effective dance training in their specific genre to their chosen age group and skill level.

Maggie Morris

Head of Acting and Dance Qualifications

About Trinity College London and IADMS

Trinity College London is a leading international examinations board with a reputation for its continuing ability to provide respected qualifications across a growing range of disciplines in the performing arts. What sets Trinity apart from other examination boards, is its focus on the learner, every learner. Trinity's exams and assessments are designed to help students and trainees progress, to mark an achievement at each stage of their development and at all levels of competence, on a journey towards fulfillment of their own individual talents and abilities. For further information please visit www.trinitycollege.co.uk

IADMS promotes medical, scientific and educational activities aimed at enhancing the treatment and training of dancers with the ultimate goal of improving dancers' health, well-being and performance. The organization is committed to providing continuing education for the dance and medical communities as well as the public, regarding efficient training for dance and correct physical conditioning, to prevent illness and injury resulting from dance activity. For further information please visit www.IADMS.org

Qualification specification

Aims

This qualification ensures that candidates have good knowledge of all the elements that make up safe and effective dance practice. These include basic anatomy and physiology, nutrition, injury management, appropriate resources, etc. The qualification has been accredited by the UK's Qualifications and Curriculum Authority (QCA) at Level 5 on the National Qualifications Framework, comparable to the second year of degree level study. Trinity College London is an international examinations board and has links with qualification bodies throughout the world. For more information please see the accreditation and standards page on the website.

Upon completion of this qualification, a dance practitioner (e.g. teacher, director, choreographer) will be able to apply the principles of safe and effective dance practice to the design and implementation of a dance session.

Prerequisites

There are no formal prerequisite qualifications. However, most candidates will have completed dance training commensurate with Level 6 on the National Qualifications Framework. Professional equivalencies could be in a range of dance environments such as dance teacher, rehearsal director, professional dancer, community dance setting, etc. Candidates will need access to dancers, dance students or people participating in dance activities in order to complete this qualification.

Qualification outcomes

For successful completion of this qualification, candidates will be able to demonstrate:

- knowledge and critical understanding of the principles of safe and effective dance practice, and of the way in which these principles have developed
- ability to apply underlying concepts and principles of safe and effective dance practice, including the application of those principles in both training and/or performance contexts
- knowledge of the main methods of enquiry, and ability to evaluate critically the appropriateness of different approaches to solving problems
- an understanding of the limits of their knowledge, and how this influences application of safe and effective dance in their specific context.

Qualification content

Specifically, candidates will cover the following aspects of safe and effective dance practice (these are mapped to the unit guidance – see the Content section under the unit headings).

1. Knowledge and application of basic anatomical, physiological and biomechanical principles to dance
2. Understanding of and ability to plan an appropriate warm up/cool down and progression of exercises for the demands of dance
3. Ability to identify and evaluate specific training requirements within chosen dance genres and for different individuals, setting appropriate material accordingly
4. Knowledge and understanding of the role of nutrition and hydration in dance
5. Effective communication with dance session participants
6. Knowledge of basic first aid and injury management
7. Knowledge of legal requirements for child protection and health and safety appropriate to dance
8. Understanding of the requirements for a safe and appropriate dance space/environment and how adverse factors can be mitigated
9. Ability to plan and evaluate a dance session appropriate to the safe dance needs of the participants

The learning outcomes above are delivered across both units of the qualification.

Structure and marking scheme

This qualification comprises two units, both of which must be passed for successful completion of the award.

Unit 1 – Safe and Effective Dance Practice and Reflection

Unit 2 – Supporting Theory related to Safe and Effective Dance Practice

To achieve a pass overall a student must receive a pass in each unit. The pass mark is 50% of the marks available. To be awarded a Distinction a candidate must achieve an overall mark of 75% or above. The candidate need not achieve 75% in both units, but must have a distinction in Unit 1.

Assessment criteria

Each unit is defined in terms of assessment objectives and these are measured using the following criteria:

Knowledge and understanding of safe and effective dance practice

Communication

Reflective and analytical skills

(Please see page 11 for a detailed description of the above criteria)

Submitted materials

When submitting written materials for certificate submissions, candidates must include a signed declaration stating that it is their own original work with a supporting signature from a teacher or fellow dance practitioner. All primary and secondary sources must be acknowledged in line with standard academic practice. The Head of Acting and Dance Qualifications will review any written materials that appear to contain evidence of plagiarism and marks awarded may be modified or – in some cases – the unit declared null and void. In extreme cases the candidate may be disqualified from further entry for the certificate.

Unit 1 – Practical Demonstration and Reflection

Assessment objectives

The candidates must demonstrate:

1. An understanding of appropriate anatomical, physiological and biomechanical principles relevant to their specific dance genre
2. Appropriate responses to different physical needs
3. The ability to apply suitable safe dance practice effectively
4. The ability to communicate the above effectively.

Methods of assessment

This unit will be assessed in two ways:

1. The submission of a DVD which will present a complete shortened dance session (not a section of) or rehearsal which is led by the candidate. There must be no fewer than six and no more than 15 participants. This can be in any dance genre. The DVD must demonstrate the candidate's understanding of safe and effective dance practice with specific reference to the assessment objectives above. The length of the session will be approximately 45 minutes. (No less than 40 and no more than 50 minutes).

The DVD submission accounts for 60% of the overall marks for this unit.

2. The submission of either a 2,500-3,000 word reflective journal, OR a filmed reflective presentation of approximately 20 minutes (no less than 18 and no more than 22 minutes). The journal/presentation should contain all of the following:

- reflection upon how well you were able to apply the principles of safe and effective dance practice to your dance activity
- comment on any areas that you feel could be improved or changed, or which need to be contextualised
- reference to any assessment objectives which were not able to be addressed in the practical session supported by further evidence and understanding.

Please note that there should be clear evidence of the application of knowledge within the context of the dance session or rehearsal.

Content

As part of this unit candidates will cover the following areas (the numbers in brackets relate to the overall qualification content as outlined in the numbered points on page 6):

1. Sequencing of exercises, use of proprioception training techniques (2)
2. The principles of warm up and cool down; length, specificity, hydration and nutrition and clothing (2, 4)
3. Safe and appropriate techniques specifically with reference to stretching techniques and lifting (1)
4. Anatomical limitations and responses to individual physical differences and skill level, e.g. turn out, range of movement, bilateral and unilateral movements, age, gender (1)
5. Response to atypical anatomical anomalies (e.g. scoliosis, hyper mobility) (1)
6. Making suitable judgments regarding number and intensity of repetitions (3)
7. Implementation of appropriate recovery periods to maintain quality of movement (3)

8. Recognise the signs and implications of fatigue and be able to adjust training accordingly (3)
9. Safe and appropriate progression of exercises (2)
10. Adequate opportunities for two-way feedback, individual and general physical checks on posture and alignment (5, 1)
11. Communication skills (5)
12. Context and planning of session (9)
13. Health and fitness of individuals including injury status, general health status, and specific contraindications or exclusions. Time of day of the session, fatigue levels (3).

Unit 2 – Supporting Theory

Assessment objectives

The candidates should evidence an understanding and knowledge of:

1. The importance of correct, genre specific alignment
2. An understanding of nutrition
3. The complexity and nature of dance injuries
4. The issues related to legal requirements and the safe dance environment.

Methods of assessment

This unit will be assessed by the submission of responses to a selection of questions (500 words, if written or three minutes of vocal presentation on film, per question). Candidates must answer three questions; two from the general questions section and one from a specialist list. On registration, for this kind of qualification, candidates will receive the up-to-date list of questions. For reference, a list of sample questions can be downloaded from the Trinity website at www.trinitycollege.co.uk

Content

As part of this unit the candidates will cover the following (the numbers in brackets refer to the overall qualification content as outlined in the numbered points on page 6):

1. Understanding of issues pertaining to alignment in your chosen genre and the risks incurred by poor alignment (1)
2. The impact of nutrition and hydration on a dancer's health and performance (4)
3. Injury management, prevention, responsibility and rehabilitation (6)
4. Requirements for the dancing environment (8)
5. Up-to-date knowledge of local legal requirements (e.g. child protection, health and safety) (7).

Assessment criteria

Examiners award marks according to the following criteria:

1. Knowledge and understanding of safe and effective dance practice

This mark takes into account the following aspects:

- breadth and depth of conceptual understanding
- sector knowledge
- complexity of material.

2. Communication

This mark will take into account the following aspects:

- clarity of presentation and intent
- range of techniques used
- suitability to context/purpose.

3. Reflective and analytical skills

This mark will take into account the following aspects:

- contextual awareness
- analysis and planning
- evaluation and development of sessions and supporting materials, etc.

Attainment descriptors

In order to attain a Distinction, candidates will need to satisfy the attainment descriptors for Pass and Distinction.

1. Discipline-specific knowledge

This mark takes into account the following aspects:

- Breadth and depth of conceptual understanding
- Sector knowledge
- Complexity of material.

Distinction	Pass	Fail
An authoritative and engaging demonstration of the concepts and methodologies, with underpinning professional knowledge of the subject	An assured demonstration of concepts and methodologies, informed by an extensive understanding of the subject	Limited demonstration of the necessary skills, knowledge and understanding

2. Communication

This mark will take into account the following aspects:

- Clarity of presentation and intent
- Range of techniques used
- Suitability to context/purpose.

Distinction	Pass	Fail
Mature and confident communication with obvious intention, using suitable approaches to present material in dynamic and critical situations	Confident communicative skills demonstrating a good grasp of context intention and audience needs and expectations	Communication intention not consistently clear or sufficiently well executed

3. Planning and awareness

This mark will take into account the following aspects

- Contextual awareness
- Analysis and planning
- Evaluation and development of materials, etc.

Distinction	Pass	Fail
An ability to demonstrate full responsibility for own role and how it relates with needs, developing materials and designing appropriate responses to suit various situations. This is informed by thorough research and preparation	Clear awareness of needs in relation to various styles, events, and/or teaching/ rehearsal environments, anchored in attentive planning with some adaptation of materials to suit different purposes	Weak demonstration of contextual awareness and needs

Regulations

Completing the entry form

An entry form for the qualification can be downloaded from the Trinity website, www.trinitycollege.co.uk or email dance@trinitycollege.co.uk

Please read carefully any instructions accompanying the entry form, particularly in relation to required documentary evidence or prerequisites. Complete the entry form in block capitals and sign it. The form must be signed by the person making the entry, and the fees on each form must be written in the space provided.

Do not fax entries under any circumstances.

Examination fees

Examination fees are printed on a separate fee sheet enclosed with the entry forms. If the fee sheet is missing, another copy can be obtained from Trinity's Head Office. Examination fees will not be refunded.

Examiners

All examiners for this qualification are highly qualified in the areas of safe and effective dance practice and fully trained and standardised by Trinity College London and the International Association for Dance Medicine and Science (IADMS)

Reasonable adjustments for candidates with special needs

Trinity College London welcomes entries from candidates who have special needs. Trinity College London must be notified of the nature of any condition through the representation by letter before entry is made so that there is adequate time for the provision of any reasonable adjustments of assessment methods. The condition and request for special assessment, if appropriate, should be clearly notified in the appropriate section of the entry form. All provision for candidates with special needs is tailor-made to the particular needs of each candidate. To be most beneficial to the candidate, as full an explanation as possible of the nature of the condition is required.

Results marks and certificates

Candidates for this qualification will receive a report/mark sheet.

The submission is marked out of 100%. The Pass mark is 50%. Distinction is for 75% and over.

When a candidate infringes assessment regulations, the report form will be returned by the examiner to Trinity College London at the end of the assessment, so that a decision can be taken about the validity of the assessment. Trinity College London reserves the right to award no marks for invalid submissions. The outcome of referred assessment reports will be conveyed to the candidate as soon as possible after the matter has been considered.

Completion times for the certificate

Candidates must complete both units of the Certificate in Safe and Effective Dance Practice within three years of passing the first unit.

Malpractice

When submitting written materials for Certificate submissions, candidates must include a signed declaration stating that it is their own original work with a supporting signature from a teacher or fellow dance practitioner. All primary and secondary sources must be acknowledged in line with standard academic practice. The Head of Acting and Dance Qualifications will review any written materials that appear to contain evidence of plagiarism and marks awarded may be modified or – in some cases – the unit declared null and void. In extreme cases the candidate may be disqualified from further entry for the certificate.

Appeals procedure

Entry for Trinity College London examinations is deemed to constitute acceptance of the judgement of the examiner(s). Candidates who wish to question the outcome of examinations or assessments should use the following procedure. In any other dispute concerning the conduct of an assessment, the decision of the Head of Acting and Dance Qualifications shall be final.

Appeals questioning the marks awarded will not be accepted. The two broad categories of appeal which will be considered are a) claims of irregular procedure on the part of the examiner(s); b) a clear mis-match between the comments for one of more items and the marks awarded for those items, in relation to published criteria.

First level of appeal

Appeals should be made in writing by the person who signed the entry form and sent to the Head of Acting and Dance Qualifications. The grounds of appeal should be set out, and the original (not a photocopy) of the report form should be sent by post. Candidates should retain a copy of the report form.

Appeals should be postmarked not later than 14 days after the issue of results by Trinity College London. Trinity College London will send an acknowledgement within seven days and the appeal will be referred to the examiner(s) for comment as appropriate.

The Head of Acting and Dance Qualifications will reach a decision after receiving the comments of the examiner(s). The target time for resolving appeals is 21 days from the date of receipt.

The outcome of a successful appeal may be a revision to the marks awarded, or the opportunity of a free reassessment. In the event of a reassessment being offered a time limit will normally be prescribed in the interest of all concerned. Any such reassessment shall be deemed to terminate the appeal procedure.

Second level of appeal

Those who are not satisfied with the decision of the Head of Acting and Dance Qualifications and to whom a reassessment is not offered may proceed to a second level of appeal to the Director of Performing & Creative Arts. Such appeals should state the further grounds on which they are pursued and should be postmarked not later than 14 days from the date of the previous decision. The original report form is not required. The further appeal will be handled in the same way as above. Second level appeals should be accompanied by a fee of £25 (for overseas candidates, this should be drawn in pounds sterling on a UK clearing bank) made payable to Trinity College London.

Third level of appeal

Those who are not satisfied with the decision of the Director of Performing & Creative Arts and to whom a re-examination is not offered may proceed to a third level of appeal to the Chief Executive. Such appeals should state the further grounds on which they are pursued and should be postmarked not later than 14 days from the date of the previous decision. The original report is not required.

A fee of £50 per candidate should be enclosed with the further appeal, which will be handled by Trinity's Chief Executive in association with an independent member of the Dance Review Board in the same way as above.

Regulations

General notes

In the event that an appeal is upheld, the appeal fee(s) will be returned; otherwise the fee(s) will be retained by Trinity College London. No certificate will be issued by Trinity College London in any case which is the subject of an appeal until the appeal has been adjudicated.

Customer service

Trinity College London strives constantly to update and improve its syllabuses. Amendments and additions are published on the website at www.trinitycollege.co.uk. The website is also the source of general information about Trinity College London and its services. A customer service statement is available on the website.

Health and safety guidance for the Certificate in Safe and Effective Dance Practice

Candidates and teachers must be aware of the notions of safe dance practice and ensure that these are carried out in all assessment events. Practitioners are advised to refer to the following short list with regards to safe and healthy dance practice. This list will also provide a stimulus for those preparing for the qualification. Candidates and teachers can also refer to the Healthier Dancer Programme at Dance UK, www.danceuk.org

Bibliography

The Healthy Dancer, Dance Medicine for Dancers, Ryan and Stevens, Dance Books, London (1987)

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Dance Teaching Essentials, Bramley, I, Dance UK, London (2002)

Your Body Your Risk, Dyke MBE, Scilla (ed.), Dance UK, London (2001)

Diet for Dancers: A complete guide to nutrition and weight control, Chmelar, Robin D and Fitt, Sally S, Princeton Book Co. (2002)

The Fit and Healthy Dancer, Koutedakis, Y and Sharp, NCC, Wiley Blackwell, Oxford (1999)

