

2013

Lesson Plan Construction



Boot Camp & Military Fitness
Institute

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LESSON PLAN CONSTRUCTION

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1.0 Introduction

A well planned and thought out lesson is part of the qualities of a good instructor. It is of paramount importance and is a guide for you, the instructor, to follow.

2.0 Content

All lessons that are undertaken should cover at least the following areas:

- What the lesson is (run, circuit training etc).
- Date.
- Time.
- Number of participants in the class.
- Instructor IC (in charge).
- Assistance, as required.
- Equipment, as required.
- Lesson aim(s).

3.0 Parts of a Lesson Plan

There are typically three parts to a lesson plan and these include (based on a typical 60 minute military class):

- **Part One (Warm-up):** this should have some relevance to the main theme and should be a minimum of 10 minutes.
- **Part Two (Main Theme):** this is the main part and it should include any activities or exercises that will be covered and should be a minimum of 20 minutes.
- **Part Three (Cool-down):** this should have some relevance to the main theme and should be a minimum of 10 minutes.

4.0 Layout

A detailed layout of the route or the area to be used should be routine. This will assist you and any assistants when organising and preparing the lesson.

5.0 Risk Assessment

Prior to any physical training lesson the instructor must carry out a visual assessment of the area in which the lesson will take place. It is advisable under the Health and Safety at Work Act to make a written note of this.

As there is no set guide to the way your personal assessment is achieved, Appendix A provides a guide to the layout and content of a Risk Assessment Proforma.

6.0 Appendices

Appendix A

RISK ASSESSMENT PROFORMA

LESSON DESCRIPTION					
Type of Lesson:		No. in Group:			
Time of Lesson:		Duration of Lesson:			
Dress & Personal Equipment for the Lesson:					
Environmental Conditions:					
ABILITY OF THE GROUP (GENERAL ASSESSMENT)					
High		Medium		Low	
Previous Activity (work or social if relevant):					
Familiarity with Equipment (include all specialist equipment used by participants):					
The following factors should also be considered:				Venue Conditions (brief description of area)	
Medical cover booked	Yes		No		
Safety vehicle booked	Yes		No		
Additional water available	Yes		No		
First aid kit/stretchers available	Yes		No		
Mobile phone available	Yes		No		
Route map available	Yes		No		
Any other relevant factors to be considered?					
Name (Print):		Signature:			
Appointment:		Date:			
<p><i>Ensure this risk assessment, once completed, is attached to your lesson plan and is available for inspection, as required, by your line manager or other competent authority.</i></p>					