

## BTEC Workskills

**Programme of Study: 2019 -2020**

**By the end of KS4, students must be able to:**

**The BTEC Workskills qualification has been designed to offer learners a flexible programme of study to improve their understanding and application of employability skills.**

- **Prepares students employability skills either to start work immediately or in the future**
- **Gives students an understanding of the workplace and knowledge that potential employers are looking for.**
- **Have the confidence to present themselves in a formal manner from the start to the end of the employment process.**
- **Improve on their personal skills and qualities to function in a team.**
- **Live independently by forecasting budgets and balancing personal well being.**

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Year 9	First Aid	Personal development	Environment	Personal development	Navigation	Personal development
Students learn how to:	<p>Students learn to deal with the following casualties: Choking Heart attack Severe bleeding.</p> <p>What to do when someone is unresponsive Recovery position &amp; CPR. Identify the bones and muscles in the body.</p>	<p>Enhance their skills including listening, resilience and confidence.</p> <p>Learn the causes of the 2 World Wars and how they changed our lives.</p>	<p>Consider their impact on the environment and how to reduce their carbon footprint.</p> <p>Identify wild animals and their environments in the UK.</p>	<p>Problem solving, leadership and teamwork.</p> <p>Identify how diseases are spread through various types of infection.</p>	<p>Navigation in the countryside using paths, waterways and other linear features.</p> <p>Create a working design of a bridge and build it under various constraints.</p>	<p>Students will carry out a community project that will impact them daily.</p>

Cross Curricular links	Biology	History	Biology, Geography	Science	Geography, Maths, D/T	Citizenship

Year 9 curriculum enhancement: (please reference topics that include trips, events or links to other subjects)  
 Students will attend a variety of trips including Virginia Waters, Burnham Beeches and the Lookout. They will use these to enhance classroom based learning of navigation and environmental awareness.

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Year 10	Managing own money	Solving work related problems	Self assessment	Working in a team	Plan and Deliver a sports activity	Personal development
<i>Students learn how to:</i>	Balance income and expenditure, how to save money and borrow safely. Calculate repayments on a loan	Understand common problems that can occur in the workplace and be able to select an appropriate problem-solving strategy.	Assess your personal strengths, skills and qualities. Examine the environmental impact of humans in nature.	Understand how you can work well in a team by using your skills and sharing knowledge. Understand how they can make a difference to a local open space.	Identify the qualities required for assisting a leader of a sports activity by studying real examples of sport and active leisure leaders. Break down a skill in a sport to deliver to another class.	Take part of a fully independent team to complete a two day expedition. Explore the impact of WW2 on the North Downs.
Cross Curricular links	Maths	Oracy	Geography, Science	Oracy, Citizenship	PE, Oracy	History, Geography

Year 10 curriculum enhancement: (please reference topics that include trips, events or links to other subjects)  
 Students will attend a variety of trips including Brookwood Cemetery, Arborfield and the Surrey hills to take part in a 2 days expedition.

	Term 1	Term 2	Term 3	Term 4	Term 5
Year 11	CV writing	Numeracy for the Workplace	Literacy for the Workplace	How the Body Works	Finding jobs
<i>Students learn how to:</i>	Produce a CV and covering letter for a specific job application.  Search for jobs in the local area.	Weigh and measure accurately to carry out their job successfully.  Demonstrate their skills through practical, work-related numerical problems.	Prepare to communicate effectively using listening, speaking and conversation skills in the workplace.  Follow written health and safety procedures to demonstrate understanding.	Label a diagram of the heart and describe its functions.  Identify the nutrients for a healthy diet.	Find job opportunities in sport and active leisure  Undertake a SWOT analysis that will help look at your strengths and weaknesses
Cross Curricular links	English	Maths	English, Science	Science	PE