

Employability: Programme of Study 2018-2019

Term	Wk	W/C	Theme	Topic	Assessment Objectives	Notes
Autumn 1	1	3/9/18	Theme 1 Ambition (decision making/ leadership skills)	Health and Safety in the Workplace	Entry Level 2 Understand why it is important to follow health and safety instructions in the workplace Know the fire procedure in own organisation Know how to identify hazards, safety signs and protective equipment in the workplace Be able to follow health and safety procedures and instructions to complete tasks safely Entry Level 3 Understand rights and responsibilities relating to workplace health and safety Know about a range of hazards in the workplace and about safety signs and protective equipment Know what to do in the event of accidents and emergencies Be able to complete tasks safely	Monday: Training Day Tuesday: New students in Wednesday: All students in
	2	10/9/18				
	3	17/9/18				
	4	24/9/18				
	5	1/10/18	Theme 2 Rule of Law (responsibility)			
	6	8/10/18				
	7	15/10/18				
	8	22/10/18				Friday: Training Day
Autumn 2	9	5/11/18	Theme 3 Optimism (learning from mistakes)	Level 1 Understand rights and responsibilities relating to workplace health and safety Understand health and safety arrangements in own workplace Understand how to prevent and deal with accidents		
	10	12/11/18			Friday: Data Point Deadline	
	11	19/11/18				

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	12	26/11/18	Theme 4 Tolerance (political and cultural awareness)		Be able to perform workplace tasks safely	
	13	3/12/18				
	14	10/12/18				
	15	17/12/18				Friday: Christmas Holidays
			Christmas			
Spring 1	16	7/1/19	Theme 5 Devotion (work ethic)	Participate in an Enterprise Activity / Working with Others	Entry Level 2 Be able to prepare for working with others Be able to meet their responsibilities when working with others Entry Level 3 Be able to plan their work with others Be able to carry out work with others Be able to review work with others Level 1 Be able to plan an enterprise activity with others Be able to meet own responsibilities for an enterprise activity Be able to review an enterprise activity Be able to review own contribution to an enterprise activity	
	17	14/1/19				
	18	21/1/19				
	19	28/1/19				
	20	4/2/19				
	21	11/2/19	Theme 6 Versatility (flexibility and adaptability)			
Spring 2	22	25/2/19			Monday: Training Day	
	23	4/3/19	Theme 7		Careers Week	

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	24	11/3/19	Compassion (communication skills)			Friday: Data Point Deadline
	25	18/3/19				
	26	25/3/19				
	27	1/4/19	Theme 8 Innovation (problem solving/critical thinking skills)		Easter	
Summer 1	28	22/4/19		Exploring Job Opportunities/Career Exploration	Entry Level 2 Understand how to relate their skills and interests to potential job opportunities Be able to communicate information about themselves which is relevant to a particular job role Entry Level 3 Be able to identify suitable job opportunities Level 1 Be able to identify suitable job opportunities	Monday: Bank Holiday
	29	29/4/19				
	30	6/5/19	Theme 9			Monday: Bank Holiday Tuesday: Training Day
	31	13/5/19	Democracy (listening and teamwork skills)			
	32	20/5/19				
Summer 2	33	3/6/19	Theme 10			
	34	10/6/19	Respect (networking and interpersonal skills)		Wednesday: Data Point Deadline	
	35	17/6/19				

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	36	24/6/19	Theme 11 Individual Liberty (independence)			
	37	1/7/19				Thursday: Transition Day 1
	38	8/7/19				Thursday: Transition Day 2
	39	15/7/19				Activity Week
	40	22/7/19				Wednesday, Thursday, Friday: Holiday Club
			Theme 12 Happiness (stress and conflict management)	Summer		