


Year 10 Vocational Studies

Course: BTEC Level 1 Introductory in Vocational Studies.

Exam board: Pearson

The BTEC Work Skills qualification has been designed to offer learners a flexible programme of study to improve their understanding and application of Vocational Studies. This qualification has been developed to ensure that the knowledge, skills and understanding provided is relevant, current and useful for learners and potential employers.

 Holly Lodge High School College of Science						
Term	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Focus	Unit ASc12 – Investigating Crime Scene Evidence The aim of this unit is to find out about procedures used in collecting and analysing crime scene evidence. Pupils will develop skills to search for, select and produce information.	Unit ASc12 – Investigating Crime Scene Evidence The aim of this unit is to find out about procedures used in collecting and analysing crime scene evidence. Pupils will develop skills to search for, select and produce information.	Unit B6: Organising a Meeting. The aim of this unit is to develop skills to organise and meeting and record the outcomes from it.	Unit B6: Organising a Meeting. The aim of this unit is to develop skills to organise and meeting and record the outcomes from it.	Unit A1 – Being Organised. The aim for this unit is to enable pupils to develop key techniques to help organise their work and priorities and manage their time effectively.	Unit A1 – Being Organised. The aim for this unit is to enable pupils to develop key techniques to help organise their work and priorities and manage their time effectively.
Key Tasks	To be able to use procedures to collect and analyse crime scene evidence. Pupils will demonstrate skills and present conclusions	To be able to use procedures to collect and analyse crime scene evidence. Pupils will demonstrate skills and present conclusions	To be able to prepare documentation and communicate with others when organising a meeting. Pupils will produce a record of the meeting also.	To be able to prepare documentation and communicate with others when organising a meeting. Pupils will produce a record of the meeting also.	To explore techniques to improve their own organisational skills and review the use of techniques to improve their own organisational skills.	To explore techniques to improve their own organisational skills and review the use of techniques to improve their own organisational skills.


	drawn from simulated crime scene evidence.	drawn from simulated crime scene evidence.				
Assessment	Internally Learners will carry out procedures most appropriate for a case study and draw conclusions about what happened. Conclusions will be presented in a report.	Internally Learners will carry out procedures most appropriate for a case study and draw conclusions about what happened. Conclusions will be presented in a report.	Internally Documentation of organisation and meeting records will be assessed. Tutor observation records will also be part of the assessment.	Internally Documentation of organisation and meeting records will be assessed. Tutor observation records will also be part of the assessment.	Internally A planner showing how they have organised themselves for a two week period which includes supporting documentation that demonstrates the techniques used.	Internally A planner showing how they have organised themselves for a two week period which includes supporting documentation that demonstrates the techniques used.

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Term	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Focus	Unit HT6 – Serving Food and Drink. The aim of this unit is to develop skills in serving food and drink safely and hygienically to customers in hospitality settings.	Unit HT6 – Serving Food and Drink. The aim of this unit is to develop skills in serving food and drink safely and hygienically to customers in hospitality settings.	Unit A2 – Developing a Personal Progression Plan. The aim of this unit will develop the skills and behaviours needed to progress to the next stage in their learning, identifying progressions opportunities and creating a plan to enable them to get there.	Unit A2 – Developing a Personal Progression Plan. The aim of this unit will develop the skills and behaviours needed to progress to the next stage in their learning, identifying progressions opportunities and creating a plan to enable them to get there.		
Key Tasks	Pupils will provide food and drink service to customers safely and hygienically. Pupils will communicate and prioritise activities when	Pupils will provide food and drink service to customers safely and hygienically. Pupils will communicate and prioritise activities when	A progression plan to meet intended progression goal.	A progression plan to meet intended progression goal.		

	<p>serving food and drink to customers.</p>	<p>serving food and drink to customers.</p>				
<p>Assessment</p>	<p>Internally Tutor observation records. Learners will demonstrate safe and hygienic working practices when preparing and maintaining a service area and serving customers.</p>	<p>Internally Tutor observation records. Learners will demonstrate safe and hygienic working practices when preparing and maintaining a service area and serving customers.</p>	<p>Internally A progression interview with teacher to discuss their progression plan.</p>	<p>Internally A progression interview with teacher to discuss their progression plan.</p>		