

Curriculum intent (overview) – To deepen students’ skills and knowledge through a broad and balanced curriculum which prepares students for adulthood.

Class Explorer Curriculum – Employability / 2 Lessons weekly

Year	2024– 2025 Autumn 1 Unit 1	2024– 2025 Autumn 2 Unit 2	2024– 2025 Spring 1 Unit 3	2024– 2025 Spring 2 Unit 4	2024– 2025 Summer 1 Unit 5	2024– 2025 Summer 2 Unit 6
Year: 12, 13,14	<p>Topic: <u>Applying for jobs and courses</u></p> <p>To be accredited 2025</p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>EL2/EL3/ L1 Can you identify ways of applying for a job or course? Can you identify the information needed to complete an application for a job or course? Can you identify two/three pieces of information that can be used to support an application for a given job or course?</p> <p>Key Skills and Knowledge:</p> <p>Learners will know the requirements for applying for the job or course. Learners will gain</p>	<p>Topic: <u>Applying for jobs and courses</u></p> <p>To be accredited 2025</p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>EL2/EL3/ L1 Can you identify clothing to wear for an interview? Can you identify why personal hygiene is important for an interview? Can you identify the job role? Can you list possible interview questions?</p> <p>L1 Take part in an interview for a given job role.</p> <p>Key Skills and Knowledge:</p> <p>Learners will know the requirements for applying for the</p>	<p>Topic: <u>Applying for jobs and courses</u></p> <p>To be accredited 2025</p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>Be able to identify an employment, training or education option for him/herself.</p> <p>Recapping ways of applying for jobs, information we need to write an application form preparation for the potential interview.</p> <p>Key Skills and Knowledge:</p> <p>Learners will know the requirements for applying for the job or course. Learners will gain knowledge and skills to complete an application form</p>	<p>Topic: <u>Using communication skills in a workplace</u> EL2/EL3 <u>Positive attitudes and behaviour at work L1</u></p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>EL2/EL3 Can you identify tasks which require communication skills in a workplace. Can you state your own use of communication skills in the workplace? Can you identify communication skills that he/she needs to develop for use in a workplace. Can you identify a target to be included in an action plan to develop his/her communication skills to use in a workplace.</p>	<p>Topic: <u>Using communication skills in a workplace</u> EL2/EL3 <u>Positive attitudes and behaviour at work L1</u></p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>EL2/EL3 Contribute to activities to develop his/her communication skills in a workplace. Use communication skills in his/her job role in a workplace. L1 Can you interact appropriately with colleagues and customers? Follow organizational procedures governing attitudes and behaviours at work.</p>	<p>Topic: <u>Consolidation, recapping information:</u></p> <p>QB SKILLSBUILDER AIMING HIGH</p> <p>Suggested Key Questions:</p> <p>State what went well with using the communication skills that have been developed. Can you state what communication skills he/she wants to develop next?</p> <p>Key Skills and Knowledge:</p> <p>Learners will be able to identify workplace tasks that require communication skills, identify the communication skills they need to develop or improve for the workplace and be able to take part in and review activities designed to improve their workplace communication skills.</p>

