

Contents

Skills for Work: Automotive: Skills National 4.....	2
Skills for Work: Rural Skills: National 4.....	4
Skills for Work: Engineering Skills: National 4	7
Skills for Work: Engineering Skills: National 5	9
Skills for Work: Construction & Engineering: National 3	11
Skills for Work: Construction Crafts: National 4	13
Skills for Work: Construction Crafts: National 5	15
VTCT Level 1 Extended Award in Hair and Beauty Skills: Level 1	17
VTCT Level 2 Extended Certificate in Hair and Beauty Skills: Level 2	19
Skills for Work: Early Education and Child Care: National 4.....	22
Skills for Work: Early Education and Child Care: National 5.....	24
Skills for Work: Health Sector: National 5	26
Skills for Work: Hospitality: National 4.....	29
Skills for Work: Hospitality: National 5.....	31
Skills for Work: Website/Graphics Design and Development: National 5	33
Skills for Work: Sport and Recreation: National 5	35
NPA Practical Science: National 5	37
NPA Marketing and Business: National 5	39
Higher Dance.....	41
Higher Psychology	43
Higher Sociology	45
Higher Accounting	47
HNC Computer Networking and Ethical Hacking.....	49
Foundation Apprenticeship: Accounting Skills	53
Foundation Apprenticeship: Software Development	55
Foundation Apprenticeship: Hardware System Support	57
Foundation Apprenticeship: Creative and Digital Media	59
Foundation Apprenticeship: Social Services (Children and Young People)	61
Foundation Apprenticeship: Social Services and Health Care.....	61
Foundation Apprenticeship: Engineering Technician	63
Foundation Apprenticeship: Scientific Technologies.....	64
Foundation Apprenticeship: Business Skills	67
Foundation Apprenticeship: Civil Engineering.....	69

Skills for Work: Automotive: Skills National 4

Programme	Skills for Work: Automotive Skills
Level	National 4
Campus	Kingsway
Days	Monday and Wednesday 2-4 pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
The Garage
The Technician
The Car
The Vehicle Modification Project

Progression Pathways

- SVQs and Modern Apprenticeships in Motor Vehicle Engineering – Day release
- Motor Vehicle Engineering – Full time course - Kingsway
- Scottish Progression Award in Engineering (National 5)
- Full time SVQ programmes and Modern Apprenticeships in Engineering areas such as Welding Fabrication, Mechanical Fitting, Machining, Motor Vehicle.
- National Certificate programmes such as Engineering Practice, Engineering Systems.
- Suitable Training/Employment

Course Description

The National 4 Automotive Skills course has been designed to provide an introduction to the automotive industry and a progression route into further education or for moving directly into training or employment within the automotive industry. The overall purpose of the course is to ensure that pupils develop practical skills, knowledge and understanding and employability skills needed within the automotive industry as well as developing generic transferable employability skills.

Unit Contents

Unit	Description
The Garage	This unit introduces pupils to the structure and organisation of the retail automotive industry and the range of job roles and responsibilities within it. Pupils will use a range of research sources and activities to help develop their knowledge and understanding of the automotive industry, the businesses within it, and the diversity of job roles it offers. The Unit also provides a basic introduction to some of the health and safety legislation applicable to vehicle service and repair workshops.
The Technician	This unit has a practical focus and introduces pupils to some of the tools and techniques used by technicians in the automotive industry. Pupils will use a range of common hand tools as well as more specialised tools and equipment such as the torque wrench and trolley jack.

Unit	Description
	Pupils will also learn the names, functions and serviceability of automotive components while engaging in practical activities and gain basic knowledge of working safely in an automotive engineering environment.
The Car	This unit introduces pupils to basic safety checks, wheel changing and valeting as carried out by technicians in the automotive industry. The pupil will use a range of common hand tools, as well as more specialised tools and equipment. To enrich the pupils understanding and range of associated skills they will carry out engineering processes such as removing and refitting vehicle service items.
The Vehicle Modification Project	This unit comprises a practical project and is designed to be completed after the Units <i>Automotive Skills: The Technician</i> and <i>Automotive Skills: The Car</i> , consolidating the previous practical skills developed. Pupils select a modification project to carry out on a vehicle enabling them to put into practice and further develop some of the basic hand skills and problem solving abilities that an Automotive Technician requires.

Assessment Method

Assessment is by producing a practical component or assembly to a given standard and testing and documenting functionality as described in the unit contents. As well as this, pupils will be required to complete documentation which will demonstrate their awareness of the underlying employability skills that they have gained on the module. For the documentation to be accepted pupils need to evaluate their own performance and identify the skills acquired. Tutor's will also contribute to this documentation and offer their own feedback on pupil work performance.

Skills for Work: Rural Skills: National 4

Programme	Skills for Work: Rural Skills
Level	National 4
Campus	Arbroath/Kingsway
Days	Arbroath - Friday 9-1pm Kingsway – Monday and Wednesday 2-4pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units:	Optional Units:
Land-based Industries: an Introduction	Animal Husbandry: an Introduction (Arbroath Only)
Estate Maintenance	Animal Handling: an Introduction (Arbroath Only)
Employability Skills in the Land-based sector	Crop Production: an Introduction
	Soft Landscaping: an Introduction

Progression Pathways

- Scottish Progression Award in Rural Skills at National 5 Level
- SVQs/ NVQs in Appropriate Land-based sector vocational areas
- Programmes in Further Education Colleges
- Other suitable Training or Employment

Course Description

This Rural Skills Course allows pupils to begin to develop some of the basic practical skills necessary to work in most of the land-based disciplines - the college offers both the Animal Care and Horticultural options but final delivery will depend on numbers enrolled. As the course progresses students begin to understand better, the roles of individuals who have made Land base a career choice. The 'Hands On' activities of Estate Skills and Crop Production all give the student an essential taste of what outdoor life can be like as it develops transferable skills that can be so useful in later life.

Unit Contents

Unit	Description
Land-based Industries: An Introduction	This unit is designed to allow pupils to explore the very diverse nature of industries that exist in the land-based sector. It also allows them to explore some of the many job opportunities that exist within the sector, identify the qualities that are required to work in some of these industries as well as to find out what skills are required for these jobs. Pupils will have the opportunity to examine land-based industries with a view to helping them to decide if this is a suitable career path for them and to explore the potential progression routes available related to specific industries.

Unit	Description
Estate Maintenance	<p>This unit will be suitable for pupils who have limited or no knowledge of the craft practices in estate maintenance.</p> <p>The outcomes require pupils to identify and describe the use of a range of tools and equipment and then use these to undertake a range of estate maintenance tasks. Pupils will have the opportunity to develop manual dexterity that will be useful for progression to higher levels of manual and machinery skills required in specific land-based industries.</p>
Employability Skills in the Landbased sector	<p>This unit is designed to be integrated into practical tasks undertaken as part of this course. It is suitable for pupils with no previous land-based or employment experience. Pupils will have the opportunity to develop some of the employability skills that are valued by the land-based sector including good timekeeping, attendance, safe working and team working. They will have the opportunity to review and evaluate their progress in developing these skills. The third outcome allows pupils to consider the examination of risk in a specific task allowing them to develop a greater understanding of the need to consider safety in all land-based industries.</p>
Animal Handling: An Introduction	<p>This unit allows pupils to develop some of the basic knowledge and skills required to handle animals in a work setting. Pupils will develop the basic skills and knowledge required to move and restrain animals for a purpose that is pertinent to that species. This unit has been designed for delivery in context for one or more categories of animal within a work setting or simulated work setting.</p>
Animal Husbandry: An Introduction	<p>This unit allows pupils to develop some of the basic skills and knowledge required to contribute towards the health and wellbeing of animals in a work setting. Pupils will have the opportunity to develop the basic skills of caring for animals including preparing and maintaining their accommodation as well as feeding them. They will also learn some of the important physical characteristics of animals. This unit has been designed for delivery in context for one or more categories of animal and to be delivered in a work setting or simulated work setting.</p>
Crop Production: An Introduction	<p>This unit allows pupils to develop some of the basic skills and knowledge required to contribute towards the production of plants in a work setting. Pupils will have the opportunity to develop some of the basic skills relating to preparing the growing medium, establishing and maintaining the plant. Plants may be agricultural, forestry, horticultural, edible or non-edible.</p>
Soft Landscaping: an introduction	<p>This unit allows pupils to develop some of the basic knowledge and skills required for soft landscaping. Pupils will develop the basic skills and knowledge required to establish and maintain soft landscaping. The unit is appropriate for a range of contexts including agriculture, countryside management, and landscape horticulture. This unit has been designed for delivery within the context of a landscape project.</p>



Assessment Method

There are some written assessments in the form of short answer questions and worksheets. There is also a lot of practical assessment throughout the year.

Skills for Work: Engineering Skills: National 4

Programme	Skills for Work: Engineering Skills
Level	National 4
Campus	Arbroath and Kingsway
Days	Kingsway – Monday and Wednesday 2-4 pm Arbroath – Friday 9-1pm
Start Date	April 2018
End Date	May 2019

Units to be completed

Mandatory Units
Mechanical
Electrical/Electronic
Fabrication
Manufacture and Assembly

Progression Pathways

- Scottish Progression Award in Engineering (National 5)
- Full time SVQ programmes and Modern Apprenticeships in Engineering areas such as Welding Fabrication, Mechanical Fitting, Machining, Motor Vehicle.
- National Certificate programmes such as Engineering Practice, Engineering Systems.
- Suitable Training/Employment

Course Description

The overall purpose of the course is to ensure that pupils start to develop the generic and practical skills, knowledge and understanding and employability skills needed within an engineering sector.

The course focuses on the four broad areas of Mechanical, Electrical/Electronic, Fabrication & Welding and Manufacture. This will allow the pupils to gain basic transferable skills which can be applied to any of the above engineering areas. The Manufacture and Assembly Unit allows pupils the opportunity to apply the mechanical, electrical/electronic and fabrication skills they have learned in the manufacture and assemble of an artefact(s). The generic employability skills are integrated into each mandatory unit and should be developed in conjunction with the practical activities of each of these Units. This will help pupils to understand that the generic skills such as time-keeping, following instructions and carrying out quality checks of your own work are just as important as the practical skills which they will learn.

Unit Contents

Unit	Description
Mechanical	This unit is designed to be the first attempted on the course. Pupils are required to select the correct tools and materials required to safely manufacture an artefact. During the manufacture, pupils will read simple engineering drawings, measure and mark, select appropriate materials and work to specified tolerances. Embedded into the practical activities of this unit are the employability skills

Unit	Description
	that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.
Electrical/Electronic	In this unit pupils will select the correct tools and components required to construct a basic functional electrical circuit from a given diagram and specification. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.
Fabrication	In this unit pupils will select the correct tools, materials and equipment required to manufacture an artefact using cutting, hot and cold forming and mechanical and thermal joining techniques. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.
Manufacture and Assembly	This unit is designed to be attempted only after successful completion of the preceding skills units. Pupils will select and safely use the correct tools and materials to manufacture, assemble and complete functionality tests on an artefact. Pupils will evaluate and report their findings on the manufacture, assembly and functionality tests of the artefact. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit not all will be assessed.

Assessment Method

Assessment is by producing a practical component or assembly to a given standard as well as completing documentation which will demonstrate pupil awareness of the underlying employability skills that they have gained on the module. For the documentation to be accepted pupils need to evaluate their own performance and identify the skills acquired. Tutor's contribute to this documentation and offer feedback on pupil's work performance.

Skills for Work: Engineering Skills: National 5

Programme	Skills for Work: Engineering Skills
Level	National 5
Campus	Arbroath and Kingsway
Days	Kingsway - Monday and Wednesday 2-4 pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Mechanical and Fabrication
Electrical and Electronic
Maintenance
Design and Manufacture

Progression Pathways

- Full time SVQ programmes and Modern Apprenticeships in Engineering areas such as Welding Fabrication, Mechanical Fitting, Machining, Motor Vehicle
- National Certificate programmes such as Engineering Practice, Engineering Systems.
- HNC in Engineering Systems (dependent on core skills level)
- Suitable Training/Employment

Course Description

The National 5 Engineering Skills course has been designed to provide a basis for progression into further education or for moving directly into training or employment within an engineering sector. The overall purpose of the course is to ensure that pupils start to develop the generic and practical skills, knowledge and understanding and employability skills needed within an engineering sector. This course focuses on the broad areas of Mechanical, Fabrication, Electrical, Electronic, Maintenance and an element of Design and Manufacture. This will allow the pupils to gain basic transferable skills which can be applied to any of the above engineering area

Unit Contents

Unit	Description
Mechanical and Fabrication	In this unit pupils will learn to select and use the correct tools, equipment, and materials required to manufacture an artefact. During the manufacture, pupils will read simple engineering drawings, measure and mark, select appropriate materials, and work to specified tolerances. The pupil will also develop and use basic engineering skills of cutting, shaping, drilling, tapping, forming, and joining. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit not all will be assessed.

Unit	Description
Electrical and Electronic	In this unit pupils will select the correct tools and components required to construct a basic functional electrical circuit and an electronic circuit from a given diagram and specification. The unit is suitable for pupils with no previous electrical, electronic, or employment experience. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.
Maintenance	In this unit pupils will select the correct tools, materials and equipment required to test, disassemble, repair, and assemble an engineering part. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.
Design and Manufacture	<p>In this unit pupils will develop Computer Aided Draughting (CAD) skills and select and use the correct tools and materials required to design, manufacture/construct, test, evaluate, and report their findings on the manufacture/construction of a project.</p> <p>This unit is designed to be attempted only after successful completion of the other mandatory skills units. Pupils will select and safely use the correct tools and materials to design, manufacture/construct, assemble and complete functionality tests on one project.</p> <p>Pupils will evaluate and report their findings on the design, manufacture/construction, assembly, and functionality tests of the selected project. Embedded into the practical activities of this unit are the employability skills that employer's value. Although it is envisaged that all employability skills will be developed in this unit, not all will be assessed.</p>

Assessment Method

Assessment is by producing a practical component or assembly to a given standard and testing and documenting functionality as described in the unit contents. As well as this, pupils will be required to complete documentation which will demonstrate their awareness of the underlying employability skills gained on the module. For the documentation to be accepted pupils will evaluate their own performance and identify skills acquired. Tutor's will also contribute to this documentation and offer feedback on pupil's work performance.

Skills for Work: Construction & Engineering: National 3

Programme	Construction and Engineering
Level	National 3
Campus	Arbroath
Days	Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Practical Experiences in Construction
Practical Experiences in Engineering
Developing Employability Skills in Construction and Engineering

Progression Pathways

- National 4 Construction Crafts and Engineering Skills
- National 5 Construction Crafts and Engineering Skills
- Access to Construction (Arbroath and Kingsway)
- Suitable Training/Employment

Course Description

The purpose of the course is to ensure that pupils start to understand the range of employment opportunities and job roles within these broad sectors. Pupils will also develop some of the basic generic practical skills and introductory knowledge and understanding necessary to enhance employment opportunities.

Unit Contents

Unit	Description
Practical Experiences in Construction	Pupils will select and use the basic tools, equipment and materials associated with construction at an introductory level, leading to various practical activities and the manufacture of an artefact. The pupil will learn basic construction terminology and skills.
Practical Experiences in Engineering	Pupils will select and use the basic tools, equipment and materials associated with engineering at an introductory level, leading to various practical activities and the manufacture of an artefact. The pupil will learn basic engineering terminology and skills.
Developing Employability Skills in	Pupils will explore the range of employment opportunities,



Unit	Description
Construction and Engineering	career paths and job roles in the construction and engineering industries, and develop work practices and attitudes that will enhance their employability skills. They will also regularly review and evaluate these skills.

Assessment Method

Assessment in this course is continuous within each subject and pupils will build up a personal folder as they move from craft area to craft area. The assessment of pupil's work is a combination of self-review, peer review and assessor review which are recorded by observation checklists and review sheets. The review sheets are completed at the end of each craft subject.

Skills for Work: Construction Crafts: National 4

Programme	Skills for Work: Construction Crafts
Level	National 4
Campus	Arbroath and Kingsway and Off Campus
Days	Kingsway – Monday and Wednesday 2-4 pm Arbroath – Friday 9-1pm Off Campus - Days TBC
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units	Optional Units
Employability Skills	Brickwork Techniques
Half Brick Walling	Carpentry and Joinery Techniques
Decorative Painting	Decorative Finishing Using Water-borne Paints
Site Carpentry and Bench Joinery	
Plumbing	

Progression Pathways

- Skills for Work National 5 - Construction Crafts (Arbroath and Kingsway Campus)
- NC Built Environment (Kingsway Campus)
- NC Civil Engineering (Kingsway Campus)
- HNC in Construction (Kingsway Campus)
- National Progression Award in Painting and Decorating (Arbroath and Kingsway Campus)
- National Progression Award in Carpentry and Joinery (Arbroath and Kingsway Campus)
- National Progression Award in Brickwork (Arbroath Campus)
- National Progression Award Multi-Trade (Kingsway Campus)
- Modern Apprenticeship in the Construction Industry

Course Description

The course contains practical Construction Crafts Units in five important construction trades. It is especially suitable for pupils with an aptitude for and an interest in practical crafts work. Pupils will learn a variety of skills in the trades-specific units. In addition, they will develop skills and attitudes that enhance employability, not just in the construction industry, but in employment generally.

In the mandatory section, the Employability Skills Unit addresses a number of practical and employability skills which can be practised and developed across all the units in the course. The four other units in the mandatory section cover specific construction crafts. These crafts-specific units are in trades with high levels of identified skill shortages. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses.

The optional section offers the opportunity to learn skills in three of the four trades. They represent skills areas which are readily resourced in most centres offering construction courses. In the optional section, pupils can take units in the same trades as the mandatory section, further developing their skills in these specific trades.

Alternatively, they can take units in different trades, granting them the opportunity to experience a wider variety of construction crafts.

Unit Contents

Unit	Description
Employability Skills	Pupils are required to develop work practices and attitudes that enhance their employability. They will have opportunities to review the skills they have developed. They will also develop skills in measurement and interpretation of drawings.
Half Brick Walling	Pupils are required to set out and build short sections of half-brick thick wall in accordance with given drawings and to prescribed tolerances.
Decorative Painting	Pupils will carry out work with decorative finishes involving the use of brushes and rollers as well as stencilling.
Site Carpentry and Bench Joinery	Pupils are required to carry out small-scale tasks in both first-fix and second-fix joinery. They will learn skills in measurement, cutting and fixing of timbers and sheet materials.
Plumbing	Pupils are required to cut, assemble and join plastic pipework in accordance with given drawings using proprietary bends and tee-pieces.
Brickwork Techniques	Pupils are required to set out and build extended sections of half -brick thick wall. This extended work will require the use of builders' line. Once again, the work will be carried out in accordance with given drawings and to prescribed tolerances.
Carpentry and Joinery Techniques	Pupils are required to erect a small-scale framed and panelled assembly and to fabricate and replace one panel to carefully match existing.
Decorative Finishing Using Water-borne Paints	Pupils are required to carry out additional paintwork tasks with purely water-borne paints. This will include a proprietary two-coat system.

Assessment Method

Assessment in this course is continuous within each subject. Pupils build up a personal folder as they move from craft area to craft area. The assessment of work is a combination of self-review, peer review and assessor review which are recorded by observation checklists and review sheets. The review sheets are completed at the end of each craft subject.

Skills for Work: Construction Crafts: National 5

Programme	Skills for Work: Construction Crafts
Level	National 5
Campus	Arbroath, Kingsway and Off Campus
Days	Kingsway – Monday and Wednesday 2-4 pm Arbroath – Friday 9 -1pm Off Campus - Days TBC
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Employability Skills
One Brick Walling
Bench Joinery
Decorative Painting Techniques

Progression Pathways

- NC Built Environment (Kingsway Campus)
- NC Civil Engineering (Kingsway Campus)
- HNC in Construction (Kingsway Campus)
- National Progression Award in Painting and Decorating (Arbroath and Kingsway Campus)
- National Progression Award in Carpentry and Joinery (Arbroath and Kingsway Campus)
- National Progression Award in Brickwork (Arbroath Campus)
- National Progression Award Multi-Trade (Kingsway Campus)
- Modern Apprenticeship in the Construction Industry

Course Description

The course includes practical construction crafts units in three of the main construction trades. Pupils will learn a variety of skills in the trades' specific units. In addition, they will develop skills and attitudes that enhance employability, not just in the construction industry, but in employment generally.

In the mandatory section, the Employability Skills unit addresses a number of practical and employability skills which can be practised and developed across all the units in the course. The three other units in the mandatory section cover specific construction crafts in trades with high levels of identified skill shortages. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses.

Unit Contents

Unit	Description
Employability Skills	<p>Pupils are required to develop work practices and attitudes that enhance employability. They will review the skills they have developed and adapt their performance in subsequent activities.</p> <p>Pupils will carry out basic risk assessments and record their findings. They will also develop</p> <p>Skills in interpretation of drawings and in preparing basic materials schedules from drawing and specification information.</p>
One Brick Walling	<p>Pupils are required to set out and build short sections of one-brick wall in accordance with given drawings and to prescribed tolerances. This will give them experience of brick bonding techniques significantly beyond simple half-brick walls.</p>
Bench Joinery	<p>Pupils will learn a number of joinery jointing techniques. They will learn skills in measurement as well as how to cut, assemble and fix timbers into a frame from a given drawing.</p>
Decorative Painting Techniques	<p>Pupils will carry out work in forming decorative bands and lines. They will work with moulded panels and gain skills in replicating given designs in freehand brushwork. Finally, pupils will learn how to mix different colours to match given paint samples.</p>

Assessment Method

Assessment in this course will be based on a range of practical workshop activities, supported by assessor observation checklists and pupil self-checking of quality. In the Employability Skills unit, pupils will carry out self-evaluation on a range of skills, review their progress and identify action points. They will also demonstrate that they can put action points into practice.

There is no external assessment for this course. Pupils must successfully complete each unit to achieve the course.

VTCT Level 1 Extended Award in Hair and Beauty Skills: Level 1

Programme	Level 1 Extended Award in Hair and Beauty Skills
Level	National 4 (Level 1)
Campus	Kingsway and Arbroath
Days	Kingsway – Monday and Wednesday 2-4pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Create a hair and beauty image using colour
Hand and Nail Care
Make-up application
Blow dry hair
Winding skills
Shampoo and condition hair

Progression Pathways

- VTCT Level 2 Extended Certificate in Hair and Beauty skills – School Link Programme
- VTCT Level 2 Diploma in Woman's Hairdressing - Full Time Course
- VTCT Level 2 Diploma in Beauty Therapy Studies – Full Time Course
- VTCT Level 2 Diploma in Barbering – Full Time Course
- Employment in the industry, as a Salon Assistant or Modern Apprenticeship in Hairdressing

Course Description

The main purpose of the VTCT Level 1 Extended Award in Hair and Beauty Skills (VRQ) is to prepare you to progress to the next level of vocational learning. All the units in this qualification directly prepare you for further study in the hair and beauty sector. This qualification includes all the required elements to develop your practical hair and beauty skills including a mandatory unit in create a hair and beauty image using colour. You will also have the opportunity to develop your understanding and skills further including: Hand and Nail Care, Make-up Application, Blow-drying Hair, Winding Skills and Shampooing and Conditioning Hair. You will also have the opportunity to develop your knowledge and understanding of the importance of health and safety within a salon environment.

Unit Contents

Unit	Description
Create a Hair and Beauty image using colour	Through this unit pupils will create an image using colour. To achieve this, pupils will be using makeup, nail polish, temporary hair colour and accessories. Pupil's will design an image using a mood board to collect ideas. They will state the skills and techniques that are used to create the image and present their finished design.
Hand and Nail Care	Through this unit pupils will learn how to carry out a nail and hand treatment on a model whom they know. They will learn how to prepare themselves, the model and their work area for the hand and nail care treatment. They will learn about the basic structure of the nail and will learn how to identify the reasons why the application may be stopped or changed. They will learn about the different products and skills used to apply nail and skin products to provide a professional finish.
Make-up Application	Through this unit pupils will learn how to apply make-up on a mask or model. They will learn how to prepare themselves, their area and mask or model for the treatment. They will learn about the different products used during the make-up application and how to apply them. Pupil's will learn how to identify their model's skin type and face shape, which will help them to decide which products to use. Pupils will learn how to apply the products to provide a professional finish.
Blow Dry Hair	Through this unit pupil's will learn how to blow-dry one length hair sections, creating a smooth finish. They will identify the condition and the thickness of the hair you are working on to be able to choose a product that will support the blow-dry. Pupil's will know what hair problems may occur and how to deal with them.
Winding Skills	Through this unit pupil's will learn how to wind hair in a channel setting pattern using rollers and pins to secure. They will know how to select the correct tools and equipment to wind the hair, and how to achieve sections for the size of the roller. They will learn how to achieve a smooth and even curl result from root to tip and how to avoid buckled ends.
Shampoo and Condition Hair	Through this unit pupils will learn how to shampoo and apply a surface conditioner to hair. They will know what shampoo and conditioner to choose for the hair type they are working on and how to deal with any problems that may arise during or after the process. They will be able to provide aftercare advice for shampoo and conditioning hair.

Assessment Method

The qualification will be delivered holistically. The pupil will be taught practical skills and given underpinning knowledge for all the above units. Assessment opportunities will be given in a realistic working environment giving the pupil the opportunity to practice skills required for progression.

VTCT Level 2 Extended Certificate in Hair and Beauty Skills: Level 2

Programme	Level 2 Extended Certificate in Hair and Beauty Skills
Level	National 5 (Level 2)
Campus	Kingsway and Arbroath
Days	Kingsway – Monday and Wednesday 2-4pm Angus - Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Create an image based on a theme
Basic nail art
Basic skincare
Basic photographic make-up
Blow dry and finish hair
Basic plaiting and twisting

Progression Pathways

Upon Leaving School

- VTCT Level 2 Diploma in Woman's hairdressing - Full time course
- VTCT Level 2 Diploma in Beauty therapy studies – Full time course
- VTCT Level 2 Diploma in Barbering – Full time course
- Employment in the industry, as a salon assistant or Modern apprenticeship in hairdressing

Course Description

The main purpose of the VTCT Level 2 Extended Certificate in Hair and Beauty Skills (VRQ) is to prepare you to progress to the next level of vocational learning and prepare you for the specific job roles of a hairdressing or beauty therapy apprentice. This qualification includes all the required elements to develop your practical hair and beauty skills including a mandatory unit in Creating an image based on a theme. You will also have the opportunity to develop your understanding and skills further by including: Basic nail art, Basic skincare, Basic photographic make-up, Blow-drying and finishing hair and basic plaiting and twisting hair. You will also have the opportunity to develop your knowledge and understanding of the importance of health and safety within a salon environment.

Unit Contents

Unit	Description
Create an image based on a theme	Through this unit pupils will create a total look including hair, make-up and nails based on a theme. They will know how to research themes for their idea and create an action plan and mood board detailing all their ideas for the total look. They will have an understanding of why creating a mood board is important for developing their final look and they will be able to evaluate your finished image.
Basic nail art	Through this unit pupils will learn how to carry out basic nail art on clients. They will learn about the structure and function of nails. They will learn how to carry out a consultation and find out what the client wants. Pupils will learn how to plan different nail art techniques to help you develop their ideas based on a theme. They will learn how to prepare themselves, the client and their work area for the nail art application. They will learn about the different products and skills used to apply nail art as well as how to apply them in order to create their planned designs.
Basic skincare	Through this unit pupils will learn how to perform a basic skincare treatment. Pupils will learn how to prepare themselves, the client and their work area. Pupils will learn about the different products used during the basic skincare treatment and how to apply them. They will learn how to carry out a consultation and find out what the client wants. They will learn how to identify their client's skin type, which will help them decide which products to use. They will learn how to apply the products to provide a professional finish.
Basic photographic make-up	Through this unit pupils will learn how to apply basic photographic make-up. They will learn how to carry out research using different media to create a mood board. They will learn how to identify the condition of your client's skin and their face shape, which will help them decide which products and tools to use. They will learn about a variety of products used during the treatment, as well as how to use tools to make shapes and designs. They will learn how to apply photographic make-up using precision techniques to achieve a professional finish.
Blow dry and finish hair	Throughout this unit pupils will learn how to blow-dry and finish hair below shoulder length hair, create root lift and curl the ends under. Pupils will learn how to choose which products, tools and equipment to use to complete the look. They will learn how to use straighteners to finish the service. Part of this service is to provide their client with good aftercare advice on how to maintain the style at home or recreate it.
Basic plaiting and twisting	Through this unit pupils will learn how to create a look using twists and a fishtail plait by using neat even sections and an even tension throughout. They will work hygienically and safely, identifying any problems that may affect or prevent the service being carried out. They will know how to use products to complete the look, give clients aftercare advice for the maintenance of the twist and plait and how to remove it.



Assessment Method

The qualification will be delivered holistically. Pupils will be taught practical skills and given underpinning knowledge for all the above units.

Assessment opportunities will be given in a realistic working environment giving pupils the opportunity to practice skills required for employment.

Skills for Work: Early Education and Child Care: National 4

Programme	Skills for Work: Early Education and Child Care
Level	National 4
Campus	Arbroath and Gardyne
Days	Gardyne – Monday and Wednesday 2-4pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units	Optional Unit
Child Development	Care of Children
Play in Early Education and Childcare	
Working in Early Education and Childcare	

Progression Pathways

- Early Education and Childcare Course at National 5
- Further Education
- Training/Employment

Course Description

The primary target group for this course is school pupils in S4 and above.

The emphasis of this course is to help pupils begin to prepare for working in the early education and childcare sector and to develop employability skills. They will develop the knowledge and skills required in this vocational area. The course is designed as an introduction to early education and childcare at National 4 level and helps pupils begin to understand some of the demands and responsibilities of working in this sector.

Since the National 4 course is designed with progression to National 5 in mind, the majority of the units at the two levels have common titles and address similar content areas. At National 4 pupils will cover issues in each area and begin to develop relevant skills such as team working skills, helping to plan play experiences and self-evaluation skills.

The National 4 Course in Early Education and Childcare affords a broad link to the care, learning and development of children aged 0–12 years.

Unit Contents

Unit	Description
Child Development	The evidence for this unit will be gathered by means of a test of no more than 30 minutes, made up of short response questions and carried out under supervision, and the production of a folio, the evidence for which will be gathered by the pupil at relevant points during the unit.

Unit	Description
Play in Early Education and Childcare	The evidence for this unit should be gathered through the compilation of a folio of evidence which demonstrates key aspects of knowledge and understanding, records play experiences and provides evidence of group plans and group presentations of planned play experiences. The folio may include photographs, as well as written/oral evidence.
Working in Early Education and Childcare	The evidence for this unit will be gathered through the production of a single folio of evidence. This will be gathered by the pupil at different stages throughout the unit and will provide evidence of knowledge and understanding and of the pupil's contribution to group investigations. Evidence of the pupil's review of the methods used for the investigations will also be required.
Care of Children	Evidence for this unit will be gathered through a short answer test lasting no more than 30 minutes and evidence of the pupil's contribution to a group investigation and presentation into the needs of children. Further details about unit assessment for this course can be found in the unit specifications and the National Assessment Bank (NAB) materials.

Assessment Method

Pupils are expected to engage in written work to investigate resources and to work in teams to produce presentations. Pupils will also be involved in self-evaluation of these skills, seeking feedback from others, identifying areas of improvement, taking account of the feedback received and reviewing their progress throughout the course. Some practical elements are demonstrated later on in the course in order for the pupils to improve technical and employability skills. There is a mixture of open and closed book assessment.

Skills for Work: Early Education and Child Care: National 5

Programme	Skills for Work: Early Education and Child Care
Level	National 5
Campus	Arbroath and Dundee
Days	Gardyne – Monday and Wednesday 2-4pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units	Optional Unit
Working in Early Education and Childcare	Care and Feeding of Children
Play in Early Education and Childcare	
Child Development and Health	

Progression Pathways

- Scottish Progression Award in Early Education and Childcare (Higher)
- National Certificate Group Award in Early Education and Childcare (Higher)
- Further Education
- Training/Employment

Course Description

The primary target group for this course is school pupils in S4 and above who have completed the National 4 Course in Early Education and Childcare.

The emphasis of this course is to help pupils prepare for working in the early education and childcare sector and to develop employability skills. They will develop a range of knowledge and skills required in this vocational area. The course is designed as an introduction to Early Education and Childcare at National 5 level and gives pupils an understanding of the demands and responsibilities of working in the sector. It also provides suitable progression for pupils who have studied the National 4 Early Education and Childcare course.

Since the National 5 course is designed with progression from National 4 in mind, the majority of the units at the two levels have common titles and address similar content areas. At National 5 pupils will cover a broader range of issues in each area and study these issues in more depth. They will also develop a wider range of skills including research skills, the ability to evaluate their planning and preparation of play experiences and the ability to set realistic and achievable goals for personal development. The pupil will be expected to build on skills from National 4 and work proactively and independently.

Unit Contents

Unit	Description
Working in Early Education and Childcare	<p>This unit allows pupils to develop an understanding of the early education and childcare sector and to explain ways in which the sector meets the care, learning and development needs of children aged 0-12 years.</p> <p>Pupils will consider career options within the sector and the skills, qualities and qualifications required to fulfil these roles. They will reflect on their own skills, qualities and achievements in relation to these. There is no requirement for pupils to have a placement within an early education and childcare setting but the pupil will carry out an investigation of the sector. This may require pupils to visit early education and childcare settings.</p> <p>Pupils will work and be assessed in groups, as well as individually.</p>
Play in Early Education and Childcare	<p>This unit allows pupils to develop an understanding of the benefits of a variety of types of play to children aged 0-12 years. Pupils will learn how children benefit from a range of play experiences through planning, setting up and reviewing play experiences, either in a real or simulated context.</p> <p>The pupil does not require to have a work placement to complete this unit but may benefit from visiting early education and childcare settings that offer high quality child-centred play provision.</p>
Child Development and Health	<p>This unit is designed to introduce pupils to the principles of child development from 0–16 years. Pupils will learn what is meant by sequences and patterns in child development and the inter-relationship between all aspects of that development. Pupils will also learn about the health needs of children and how health factors may affect the development of children.</p>
Care and Feeding of Children	<p>This unit enables the pupil to examine the specific needs of a baby and continuing needs of the child and how meeting these needs contributes to the holistic development of the child. The unit also provides the pupil with the opportunity to examine issues in relation to feeding of babies and the provision of food and drink to children aged 0–12 years within early education and childcare settings. Pupils will also develop an awareness of appropriate practice in relation to provision of hygiene for children.</p>

Assessment Method

Pupils are expected to engage in written work to investigate resources and to work in teams to produce presentations. Pupils will also be involved in self-evaluation of these skills, seeking feedback from others, identifying areas of improvement, taking account of the feedback received and reviewing their progress throughout the course. Some practical elements are demonstrated later on in the course in order for pupils to improve technical and employability skills. There is a mixture of open and closed book assessment.

Skills for Work: Health Sector: National 5

Programme	Skills for Work: Health Sector
Level	National 5
Campus	Arbroath and Gardyne
Days	Gardyne – Monday and Wednesday 2-4pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Working in the Health Sector
Life Sciences Industry and the Health Sector
Improving Health and Well-being
Physiology of the Cardio-Vascular System
Working in Non Clinical Roles

Progression Pathways

- SVQs in Health and Social Care
- National Courses or Units in Care
- Higher Level Courses in Health and Social Care
- NPA in Social Services and Health Care
- Employment

Course Description

The primary target group for this course is school pupils in S4 and above.

The National 5 course provides a **progression route** for pupils who have successfully completed the Skills for Work: Health Sector National 4 Course. The National 5 Course will build on the skills and knowledge developed in the National 4 Course and will introduce pupils to a range of more advanced skills.

In this course it is important that pupils demonstrate their skills and knowledge by accessing real or simulated health sector environments and having visiting industry speakers or visits in the health sector. It is anticipated that the course will rely upon and build on partnerships between schools, further education colleges, higher education institutions, employers and other training organisations to demonstrate to the learners the roles of health and social care in these settings: NHS, Social work, Social Care, Life Sciences Industry, Complementary Therapies, Retail Pharmaceutical Industry, Independent Healthcare and Voluntary Sector.

The emphasis of this course is to prepare pupils for working in the health sector and develop employability skills valued by employers. Pupils will have the opportunity to investigate a range of job roles and career opportunities as well as participate in a job interview.

Since the National 5 course is designed with progression from National 4 in mind, the units of the National 5 course develops and expands on content introduced on the National 4. The National 5 course covers a broader range of issues and studies these in more depth. Pupils will also develop a wide range of skills, including research and self-evaluation skills. Emphasis throughout all units is on the employability skills and attitudes which will help prepare pupils for the workplace. In National 5 pupils will build on the work in National 4 and demonstrate they can work proactively and independently towards assessment.

Unit Contents

Unit	Description
Working in the Health Sector	<p>This unit introduces pupils to the range of provision and the services provided by the Health Sector in their local area. Pupils will participate in an interview for a specific job role which will help to develop knowledge and understanding of the world of work.</p> <p>The unit also focuses on the employability skills and attitudes identified as being those most valued by employers in the Health Sector. Pupils will be given the opportunity to reflect on and evaluate their own employability skills and record their progress throughout the unit.</p>
Life Sciences Industry and the Health Sector	<p>This unit is designed to introduce pupils to the contribution of the life sciences industry in the diagnosis and treatment of illness. Pupils will investigate the safety of pharmaceutical products made by the life sciences industry and the health and safety responsibilities of employers and employees in the life sciences industry. Pupils will also undertake a risk assessment in relation to production, storage or use of products made by the life sciences industry.</p>
Improving Health and Well-being	<p>This unit is designed to introduce pupils to the wide range of options available in the Health Sector that help tackle current health and lifestyle issues. It introduces pupils to the health and safety risks to workers in the Health Sector and the importance of a healthy lifestyle. Also, through team working, pupils will give advice in relation to the promotion of health.</p>
Physiology of the Cardio-Vascular System	<p>This unit will provide pupils with an introduction to the structure and function of the cardiovascular system. Pupils will apply this knowledge to investigate the effect of a specific disorder on the structure and function of the cardiovascular system.</p> <p>Pupils will participate in a practical activity which will help to develop knowledge and skills in taking physiological measurements at different activity levels. Pupils will also participate in a practical activity to demonstrate current first aid procedures to provide emergency life support.</p>
Working in Non-Clinical Roles	<p>This unit introduces pupils to the range and diversity of careers in non-clinical roles in the Health Sector. Pupils will undertake an investigation into the roles and responsibilities of non-clinical roles and the diversity of career opportunities available. Pupils will also participate in a practical activity which will enable them to demonstrate customer care skills in a non-clinical role.</p>

**Assessment Method**

Pupils are expected to engage in written work to investigate resources and to work in teams to produce presentations. Pupils will also be involved in self-evaluation of these skills, seeking feedback from others, identifying areas of improvement, taking account of the feedback received and reviewing their progress throughout the course. Some practical elements are demonstrated later on in the course in order for the learners to improve technical and employability skills. There is a mixture of open and closed book assessment.

Skills for Work: Hospitality: National 4

Programme	Skills for Work: Hospitality
Level	National 4
Campus	Arbroath and Kingsway
Days	Kingsway– Monday and Wednesday 2-4 pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Working in the Hospitality Industry
Working in the Professional Kitchen
Working Front of House
Introduction to Events

Progression Pathways

- Certificate in Hospitality & Professional Cookery
- Skills for Work – National 5

Course Description

Introduction to Hospitality/professional cookery with 4 mandatory units that complete the group award. The course enables pupils to experience the professional kitchen and restaurant and to learn about the different roles and responsibilities in hospitality professions. It begins to develop vocational skills and knowledge.

All units in the course place emphasis on the employability skills and attitudes that will help to prepare pupils for the workplace. Pupils will have the opportunity to develop the skills involved in preparing, cooking, presenting and serving food and drinks. Pupils will also gain practical experience of working in a realistic working environment.

Unit Contents

Unit	Description
Working in the Hospitality Industry	<p>The unit introduces the pupils to the different sectors of the hospitality industry and the job roles and responsibilities of the people working within the industry. This will include understanding the qualifications and qualities required for the various job roles. Pupils will be able to identify career pathways and links.</p> <p>The unit also focuses on the employability skills identified by employers as being most important in the hospitality industry. On completion of this unit, pupils should be able to demonstrate a positive approach when interacting with others, including customers. This positive approach should include communicating appropriately, working as part of a team, being flexible and adaptable, and having respect and consideration for others.</p>
Working in the Professional Kitchen	<p>The focus of this unit is practical and introduces pupils to the work of the professional kitchen. Pupils will learn about health and safety and food hygiene procedures, equipment, terminology, safe knife handling, and the preparing, cooking and presenting of a range of commodities. Pupils will participate in a number of activities which will help them to develop the skills identified in this unit.</p>
Working Front of House	<p>The focus of this unit is practical and introduces the pupils to the work carried out front of house, and specifically the skills needed to undertake food and drink service in a variety of styles and establishments and customer care skills to aid a variety of front of house roles.</p> <p>Pupils will learn about setting, serving and clearing tables, equipment, and terminology used, dealing with payments, and meeting and greeting customers. Pupils will participate in a number of activities which will help them to develop the skills identified in this unit.</p>
Introduction to Events	<p>The focus of this unit is practical and introduces pupils to a range of events in the hospitality industry including introducing aspects of event organisation when pupils will be involved in planning, preparing for and producing, with support, a meal for an occasion. Pupils will have an opportunity to use existing skills and develop new skills.</p>

Assessment Method

Assessment in the course is mainly through performance of practical activities supported by assessor observation checklists.

Skills for Work: Hospitality: National 5

Programme	Skills for Work: Hospitality
Level	National 5
Campus	Arbroath and Kingsway
Days	Kingsway– Monday and Wednesday 2-4 pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Developing Skills for Working in Hospitality
Front of House Operations
Hospitality Events
Developing Skills for Working in the Professional

Progression Pathways

- Professional cookery SVQ Level 2
- Hospitality services SVQ Level 2

Skills for Work Hospitality at National 5 (SCQF level 5) provides an introduction to the different commercial and non-commercial sectors of the hospitality industry and the types of provision they offer. Pupils will also learn about the organisational aims of hospitality establishments and the products and services they provide.

Pupils will develop vocational skills and knowledge and gain practical experience in: menu planning; preparing, cooking and presenting a range of foods in a professional kitchen; serving food and drinks; undertaking reception duties and customer care; and planning, organising and running a small hospitality event.

All units in the course place emphasis on the employability skills and attitudes which will help to prepare pupils for the workplace. Pupils will have the opportunity to prepare for, and take part in, a job interview.

Unit Contents

Unit	Description
Developing Skills for Working in Hospitality	<p>In this unit pupils will investigate a range of hospitality provision. They will identify the organisational aims of hospitality establishments, the products and services provided and the job roles of staff. Pupils will be involved in identifying the employability skills and attitudes relevant for employees in the hospitality industry. They would also demonstrate the skills involved in preparing for and participating in a simulated job interview.</p> <p>Pupils will review and evaluate their own employability skills. On completion of the unit they should be able to demonstrate a positive approach in a range of these skills.</p>
Developing Skills for Working in the Professional Kitchen	<p>In this unit pupils will learn about menu planning, food preparation techniques and cookery processes, food hygiene, health and safety procedures, equipment, terminology, safe knife handling and appropriate storage of finished dishes prior to service. Pupils will also prepare, cook, and present a range of commodities and evaluate finished dishes. Pupils will work as a team member and participate in a number of activities which will help them to develop the skills identified within this unit.</p>
Front of House Operations	<p>In this unit pupils will learn about the work undertaken by front of house staff, specifically reception and the associated customer care skills. They will also experience the skills needed to undertake food and drink service in a variety of styles and establishments. Pupils will participate in a number of activities which will help them to develop the skills identified within this unit.</p>
Hospitality Events	<p>In this unit pupils will be involved in planning, organising, running and evaluating a small scale hospitality event. Pupils will work as part of a team and participate in all the activities involved. Pupils will have the opportunity to use existing skills such as contributing constructively to group discussions, contributing to the provision of food and food service, and following food hygiene and health and safety procedures. They will also develop new skills such as planning and publicising hospitality events.</p>

Assessment Method

To achieve the course award pupils must successfully achieve all the units which make up the course.

Skills for Work: Website/Graphics Design and Development: National 5

Programme	Skills for Work: Website/Graphics Design and Development
Level	National 5
Campus	Arbroath and Gardyne
Days	Gardyne – Monday and Wednesday 2-4 pm Arbroath – Friday 9-1
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Computing: Website Graphics
Website Design and Development
Computing Project

Progression Pathways

- Preparation for Interactive Media (Level 4/5)
or
- Certificate in Interactive Media (Level 5/6)
Or
- FA in software development (Level 6)
or
- HN computing related subject (Level 7) (Along with 2 relevant Highers)

Course Description

One of the industries that has been rapidly growing and shows no sign of stopping is Web/graphic design. Access to the Internet keeps increasing, more and more companies (including sole traders and micro businesses) want to have a website and some sort of online presence.

This course will allow pupils to gain the fundamental skills needed to work in the web and graphic design industry. Pupils will learn areas such as

- user interface design
- event driven scripting languages.
- development of software applications
- creative and design skills
- project management

The course offers a more practical hands on experience with lots of opportunity to design and implement. Importantly, it provides lots of visual feedback and opportunity for the pupil to make creative input into the process. In Semester 2 classes will work together as teams with a larger scale project to design and build a website or app along with a logo and marketing for an external client.

Unit Contents

Unit	Description
Computing: Website Graphics	This Unit is designed to develop knowledge and understanding of the main technical aspects of using graphics and digital images in websites. Learners will develop practical skills in creating graphics and optimising graphics and digital images for use on websites. Learners will also develop practical skills in the creation of simple web pages that incorporate text and optimised graphics. This is an introductory Unit aimed at learners who have an interest in using graphics in webpage design.
Computing: Website Design and Development	This Unit is designed to develop knowledge and understanding of the website design and development process. It covers planning, designing, constructing and testing. This Unit also develops practical skills in the process of developing a website using web authoring tools. This Unit is suitable for learners who have some experience of using computer application software to create basic webpages and who wish to develop their knowledge and skills towards taking a more formal approach to website design and development.
Computing Project	The purpose of this Unit is to allow learners to work collaboratively within a group to plan, design, implement, test and evaluate a computing project. Learners will be required to produce a project in response to a project brief. The brief can be formulated by negotiation between learners and their assessor. The project should be completed by a project team working together, but with individual learners having defined areas of responsibility. The planning, design, implementation and testing stages should be carried out collaboratively; however each learner must complete an individual evaluation of the project as a whole from inception to completion

Assessment Method

Within all 3 units there is a mixture between practical based assessment in which pupils will need to demonstrate the technical skills learned throughout the unit in the form of a small project, as well as this, pupils will be expected to undertake a series of extended response questions to demonstrate they understand the key theory and concepts of the unit.

Skills for Work: Sport and Recreation: National 5

Programme	Skills for Work: Sport and Recreation
Level	National 5
Campus	Arbroath – Saltire Sports Centre
Days	Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Assist with a Component of Activity Sessions
Employment Opportunities in the Sport and Recreation Industry
Assist with Fitness Programming
Assist with Daily Centre Duties

Progression Pathways

- National Courses at Higher level
- Further education training or employment
- It is anticipated that some pupils may progress from the National 4 Course whilst other pupils may enter straight into the National 5 level
- Vocational training
- Employment

Course Description

The course content covers the main practical activities involved in carrying out a supportive role in sport and recreation environments - sourcing information about career pathways, identifying and reviewing skills and experiences: assisting with planning, setting up and delivering activity sessions; dealing effectively and courteously with clients; assisting with emergency procedures: assisting with setting up, dismantling and checking equipment and resources; helping to plan and review a training programme, and establishing good practice in identifying and reviewing goals. The course also covers health and safety legislation and risk assessment.

Unit Contents

Unit	Description
Assist with a Component of Activity Sessions	In this unit, pupils will assist in the planning and delivery of a component within activity sessions for both a group and a single client, with the person responsible. They will use appropriate resources that meet centre/organisational guidelines. They will carry out risk assessments and health and safety procedures laid out for the activity sessions. Pupils will also assist in reviewing the activity session with clients and use this review to inform the planning of future activity sessions. Pupils will carry out emergency procedures within the activity environment and complete reports and review their performance with the person responsible.
Employment Opportunities in the Sport and Recreation Industry	In this unit, pupils will source information about career pathways and identify the skills, qualifications and experience needed to pursue these. This will allow them to map their own skills, qualifications and experience against industry requirements. Using this information they will be able to identify areas where further training is required, produce a career plan and review this as necessary.
Assist with Fitness Programming	In this unit pupils, working with the person responsible, will learn how to develop and organise a physical training plan for a client. Pupils will assist in establishing a client's fitness baseline taking into account the client's overall objectives. They will work with the person responsible to address aspects of health and safety, monitor the client's progress, carry out periodic monitoring of the client's physical training plan, review the results and modify the physical training plan.
Assist with Daily Centre Duties	<p>In this unit, pupils will gain experience in setting-up and dismantling and storing equipment. They will learn how to:</p> <ul style="list-style-type: none"> • move and handle equipment in compliance with manufacturers' instructions and centre/organisational requirements • check for faults in equipment and deal with them <p>Pupils will gain experience in cleaning and tidying areas within the organisation, as well as choosing the correct materials and the appropriate personal protective equipment (PPE). In addition, they will gain knowledge and understanding of the importance of relevant health and safety procedures. Pupils will learn to demonstrate a positive approach when interacting with clients, staff and others. This positive approach will include the ability to communicate appropriately, be responsive, and establish and maintain effective relationships.</p>

Assessment Method

Each unit will be supported by a National Assessment Bank item (NAB) which will provide an assessment package and exemplify the national standard.

NPA Practical Science: National 5

Programme	NPA Practical Science
Level	National 5
Campus	Kingsway
Days	Monday and Wednesday 2-4 pm
Start Date	May 2018
End Date	April 2019

Units to be completed

Mandatory Units
Introduction to Chemistry
Waves and Optics
Radioactivity
The Human Body
Forensic Science: Applications
Science Communication

Progression Pathways

- If pupils have suitable Highers (2 Highers, at least one science, Biology or Chemistry), they will be able to progress onto our HN programme.
- Those with National 5 qualifications (3 National 5 qualifications at least one science, Biology or Chemistry) can progress to the Certificate in Applied Science Programme.

Course Description

A collection of science practical and theory units designed to give pupils an insight into skills required for progression to further study and/or employment. Pupils will receive a National Progression Award on successful completion of all units. Skills developed are not regularly offered in schools.

Unit Contents

Unit	Description
Introduction to Chemistry	This unit is designed to introduce chemical theory and practical skills. (SCQF Level 5)
Waves and Optics	This unit is designed to introduce the concept of Waves and Optics through theory and practical exercises (SCQF Level 5)
Radioactivity	The unit focussed mainly on the different types of radiation, the effects and practical uses of radioactivity (SCQF Level 5)

Unit	Description
The Human Body	This unit will allow to investigate the systems of the Human Body, focussing on the structure and function of these systems (SCQF Level 5)
Forensic Science: Applications	This is a largely practical unit studying the most up to date techniques used in the world of Forensic Science (SCQF Level 5)
Science Communication	This unit will look at developing the valuable skill of scientific communication through a number of different means. (SCQF Level 5)

Assessment Method

Units are all practical and theory based and will be facilitated with a mixture of group work and individual development of practical skills.

Pupils will be encouraged to participate in independent learning as well as group work through the practical requirements of the unit. The practical skills that are developed will be of huge benefit to pupils for progression onto further study or employment. The discipline required to carry out some of the practical procedures will assist with confidence, awareness of others and self-development.

Programme	Marketing and Business
Level	National 5
Campus	Gardyne
Day	Monday and Wednesday 2-4 pm
Start Date	May 2018
End Date	April 2019

NPA Marketing and Business: National 5

Units to be completed

Mandatory Units
Management of Marketing and Operations
Marketing: Basic Principles and Applications
Understanding Business
Event Organisation
Selling Skills

Progression Pathways

- HNC Marketing Communications
- HNC Retail Management

Course Description

The aim of this course is to provide learners with knowledge and skills which are directly relevant to current and/or future practice in the area of Business and Marketing. Learners will also be able to broaden their knowledge and skills by undertaking study in market research, promotion, event organisation and selling skills. This qualification will also help gain entry to HNC programmes in Marketing and Retail.

Unit Contents

Unit	Description
Management of Marketing and Operations H20V 75	The general aim of this Unit is to develop learners' understanding of the management of marketing and operations for small and medium businesses. The Unit will develop the skills, knowledge and understanding required to make decisions about how to manage these activities effectively. In doing so, the Unit is designed to enhance the employability of learners by enabling them to carry out activities that will contribute to organisational success.
Marketing: Basic Principles and Applications HJ30 45	This is an introductory unit designed to allow learners to develop a practical understanding of the basic concepts and practices of marketing. Learners will develop a broad knowledge of key marketing fundamentals such as the marketing mix, target marketing, and market research. This will also include relevant

Unit	Description
	aspects of digital marketing and the potential for analytics. The project-based approach to this unit will allow learner to apply these principles in a marketing context. The unit will provide a basis for further study of business and marketing-related subjects. The unit is also designed to develop skills and knowledge relevant to employment.
Selling Skills	The specific aims of the Unit are to develop: a knowledge and understanding of a sales environment, an understanding of how to recognise and respond to customer requests and a practical understanding and experience of the selling process On completion of this Unit the Learners will be able to identify and meet the needs of customers in order to effectively sell a range of products/services to customers.
Event Organisation	This unit allows learners to work as a member of a team and produce an appropriate plan to be used to organise an event. Learners have to negotiate and agree appropriate responsibilities, roles and relationships within the team, contribute to the implementation of the event while working as a member of a team and review the effectiveness of own and overall contribution to the planning and running of the event
Understanding Business	In this Unit, learners will be required to provide evidence of their understanding of how entrepreneurship supports business development; ability to communicate how organisations contribute to generating wealth and satisfying customers' needs and understanding of key business terms and concepts.

Assessment Method

Evidence can be drawn from a variety of sources and presented in a variety of formats. This can include short written responses, participation in group tasks, presenting information to other groups and/or recorded oral evidence. The evidence can be gathered from a variety of tasks and assessments carried out while doing the Course. Learners should use appropriate business terminology and include, where appropriate, the use of real business examples.

Higher Dance

Programme	Higher Dance
Level	National 6
Campus	Kingsway - The Space
Days	Monday and Wednesday 2-4 pm
Start Date	May 2018
End Date	April 2019

Units to be completed

It is recommended that pupils attend at least one term of ballet/contemporary class to prepare for the Higher Dance Course.

Mandatory Units
Component 1 — Performance
Component 2 — Practical Activity

Progression Pathways

- Dance or other National Progression Awards in the Performing Arts– NPA
- NC Dance (Dundee and Angus College or other institution)
- Higher National Certificates/ Higher National Diplomas – HNC/ HND in Contemporary Dance performance (Dundee and Angus College or other institution)
- BA (hons) in Contemporary Dance Performance (Dundee and Angus College or other institution)

Course Description

‘The Higher Dance Course encourages pupils to be inspired and challenged when developing technical dance skills and performing, creating and appreciating dance.’

Based at The Space, home of the Scottish School of Contemporary Dance they will find themselves embraced by the creativity and imagination of the individuals currently training in the performing arts. The award-winning building will provide pupils with state of the art facilities and a support network of experienced professional tutors in a variety of dance styles.

The two main dance styles that the course will have emphasis on are Contemporary and Hip Hop but will also encompass a variety of supplementary classes/topics throughout the year.

Pupil’s will not only develop their knowledge and understanding of performing and choreographing dance but will have opportunities to work with professional dance artists and a variety of dance companies.

This course will also encourage pupils to attend a programme of dance performances that are scheduled throughout the year, which will help broaden cultural knowledge whilst promoting a positive attitude to learning proposing the opportunity for constant personal development.

Unit Contents

Unit	Description
Component 1 — Performance	Pupils will perform two tutor-choreographed technical solos in both contemporary and hip-hop, each lasting between 1.5 and 2 minutes, and each worth 35 marks.
Component 2 — Practical Activity	Section 1: Choreography will have 35 marks. In this Section, pupils create and present choreography for a group of dancers (excluding self), lasting between 2 and 3 minutes. Section 2: Choreography Review will have 35 marks. In this Section, pupils review their work as a choreographer by explaining the relationship between their research, theme and an initial motif, explaining the reasons for the choreographic choices made, and reflecting on their skills as a choreographer.

Assessment Method

Evidence for the units will be a combination of written, oral and/or recorded and performance evidence. Evidence may be presented for individual outcomes or it may be gathered for the unit as a whole through combining assessment holistically in one single activity. If the latter approach is used, it must be clear how the evidence covers each outcome.

Higher Psychology

Programme	Higher Psychology
Level	Level 6
Campus	Arbroath
Day	Friday 9-1pm or by other arrangement
Start Date	May 2018
End Date	May 2019

Units to be completed

Mandatory Units
Research
Individual behaviour
Social behaviour
End Exam

Progression Pathways

- Guaranteed articulation to HNC Social Science with passes in Higher Sociology and Higher Psychology with a strong course leader reference.
- Range of HNC at D&A College with two Highers
- Together with other Highers, first year entry into University to study subject such as Criminology, Psychology, Sociology, Social Science, Social Anthropology, History and other humanities.
- Employment areas include criminal justice system, social work, health and care, childhood practice, teaching, civil service, journalism and many more.

Recommended entry

- Learners progressing from National 5 Psychology will find that the Course provides the breadth, challenge and application they require to further develop their research and thinking skills, and their knowledge and understanding of psychology.
- National 5 Biology Course or relevant component Units
- Social studies or social sciences Courses at SCQF level 5 or relevant component Units
- Learners' interest in psychology and suitability for Higher Psychology will be ascertained by participation in an informal workshop facilitated by members of the D&A Social Science team by arrangement.

Course Description

This Course develops learners' ability to analyse psychological explanations for individual and social behaviour. Psychology provides learners with opportunities to find out about some of the ways that thoughts and emotions can affect how we feel and behave. Psychological knowledge of individual and social behaviour can support learners in personal and professional relationships, and can enable them to understand some of the factors that influence behaviour. The central theme of the Course is to enable learners to investigate psychological knowledge and research, which will promote their understanding of individual and social behaviour. Learners will analyse and evaluate concepts, theories and approaches, and will draw on research evidence to explain human behaviour.

Unit Contents

Unit	Description
Research	The general aim of this Unit is to enable learners to understand the research process and research methods used in psychology. Learners will develop the skills required to conduct and evaluate psychological research. They will also develop numerical skills and an understanding of psychological terminology.
Individual behaviour	The general aim of this Unit is to enable learners to analyse individual behaviour. Learners will investigate topics and learn how these topics can be explained, using psychological approaches and theories. Learners will evaluate approaches and theories and apply psychological knowledge to show how an understanding of psychology can be applied.
Social behaviour	The general aim of this Unit is to enable learners to analyse how interaction with others shapes social behaviour. Learners will investigate psychological explanations for social behaviour, and will use research evidence to analyse how the thoughts, feelings and behaviours of individuals are influenced by their social environment. Learners will apply psychological knowledge and understanding to explain examples of everyday social behaviour.

Assessment Method

Your grade at Higher Sociology is composed of a closed book exam in May and an assignment submitted to SQA in April. This assignment is open book and is equivalent to a third of your overall grade. College unit assessments and a prelim will be sat for this Higher qualification.

Programme	Higher Sociology
Level	Level 6
Campus	Arbroath
Day	Friday 9-1pm or by other arrangement
Start Date	May 2018
End Date	May 2019

Higher Sociology

Units to be completed

Mandatory Units
Human Society Theory and Methods
Social Issues
Culture and Identity
End Exam

Progression Pathways

- Guaranteed articulation to HNC Social Science with passes in Higher Sociology and Higher Psychology with a strong course leader reference.
- Range of HNC at D&A College with two Highers
- Together with other Highers, first year entry into University to study subject such as Criminology, Psychology, Sociology, Social Science, Social Anthropology, History and other humanities.
- Employment areas include criminal justice system, social work, health and care, childhood practice, teaching, civil service, journalism and many more.

Recommended entry

- Learners progressing from National 5 Sociology will find that the Course provides the breadth, challenge and application they require to further develop their research and thinking skills, and their knowledge and understanding of sociology.
- National 5 Modern Studies Course or relevant component Units
- Other Humanities courses such as History at SCQF level 5 or 6 or relevant component units
- Learners' interest in sociology and suitability for Higher Sociology will be ascertained by participation in an informal workshop facilitated by members of the D&A Social Science team by arrangement.

Course Description

The study of sociology offers learners the opportunity to develop an understanding of society that goes beyond personal experience and common-sense explanations. Learners are challenged to analyse social issues, culture and identity from different points of view. This Course also encourages the use of evidence when explaining social issues.

The study of Sociology provides opportunities to develop communication skills by encouraging imaginative thought and prompting learners to ask questions about the social world in which we live. They will also interact with others to share and develop their understanding of human social experience and will gain increased awareness of themselves and others.

Sociological research and analysis skills are developed as aspects of political, economic, cultural and social life are explored. This will encourage learners to respect others and begin to develop informed views of complex social issues.

Unit Contents

Unit	Description
Human Society	You will develop a complex understanding of the sociological approach to studying human societies. Within this unit we will look at a variety of sociological theories and their explanations of human behaviour. These theories will enhance your understanding why people behave in the way they do. You will analyse the research methods used in sociology to gather the data which support these theories.
Social Issues	You will increase your sociological understanding of contemporary social issues and apply the theories previously learned to these issues. You will also enhance your skills in using a range of sources, including research evidence, to justify points of view. The mandatory topic covers social mobility; what this is and factors which impact our life chances. The other topic within the unit will be discussed and decided with the class.
Culture and Identity	Who are we and what influences us to become who we are? In this unit you will apply the theories learned in the unit 'Human Society' to explain the relationship between culture and identity. During this unit you will analyse diversity, including cultures and sub cultures.

Assessment Method

Your grade at Higher Sociology is composed of a closed book exam in May and an assignment submitted to SQA in April. This assignment is open book and is equivalent to a third of your overall grade. College unit assessments and a prelim will be sat for this Higher qualification.

Programme	Higher Accounting
Level	Level 6
Campus	Gardyne or Arbroath
Days	Gardyne – Monday and Wednesday 2-4pm Arbroath – Friday 9-1pm
Start Date	May 2018
End Date	April 2019

Higher Accounting

Units to be completed

Mandatory Units
Preparing Financial Accounting Information
Preparing Management Accounting Information
Analysing Accounting Information
Course Assessment (Final Exam)

Progression Pathways

- HNC Programmes (e.g. Accounting, Business)
- University (together with other achieved Highers)
- Employment and/or further training

Course Description

The Course aims to enable learners to:

- understand the significant function that accounting performs in industry and society
- develop accuracy in the preparation, presentation, interpretation and analysis of relatively complex accounting information, and apply a systematic approach to solving financial problems
- apply relatively complex accounting concepts and techniques in the preparation of financial information
- develop an understanding of a range of sources of finance available to organisations, and of the circumstances in which these sources might be used
- apply the use of information technology in relatively complex accounting tasks

It would be beneficial but not mandatory for pupils to have attained skills, knowledge and understanding from National 5 Accounting / National 5 Maths. For some learners this higher can act as an introduction to accounting and the world of finance.

This Higher will provide pupils with a deeper understanding of the accounting function, which is key in all organisations. It will broaden their financial and business awareness, allowing them to understand how organisations make decisions. This understanding provides the learner with a platform for further study.

Progression routes could be to an HNC programme or to University (criteria dependant).

Unit Contents

Unit	Description
Preparing Financial Accounting Information	Learners will develop the skills, knowledge and understanding relating to the preparation of both routine and complex financial accounting information. Learners will develop an understanding of current financial accounting regulations and the ability to apply them in a range of business structures.
Preparing Management Accounting Information	Learners will develop the knowledge and understanding of internal accounting information and the ability to prepare such information using a range of both routine and complex accounting techniques. Learners will carry out learning activities that extend their understanding of the impact that management accounting information has on making decisions about the planning, control and future success of the organisation.
Analysing Accounting Information	Learners will develop the skills, knowledge and understanding of the interpretation and analysis of accounting information, and the ability to interpret and analyse such information using a range of techniques. They will carry out learning activities that allow them to analyse and report on the organisation's current financial position and performance, and to offer financial solutions that can assist in planning and decision making. This will provide learners with an understanding of financial analysis.
Course Assessment	End of year exam (April 2019)

Assessment Method

Continuous Assessment with final examination in April 2019

HNC Computer Networking and Ethical Hacking

Programme	HNC Computer Networking and Ethical Hacking
Level	SCQF Level 7
Campus	Gardyne/Arbroath
Days	Monday and Wednesday 2-5 pm - Gardyne Wednesday 2-5 pm and Friday 9-1 pm - Arbroath
Start Date	April 2018
End Date	April 2020

Units to be completed

Units
Professionalism and Ethics in Computing
Team Working in Computing
Introduction to Developing Software
HNC Computing: Graded Unit 1 (Exam)
Computer Systems Fundamentals
Troubleshooting Computing Problems
Computer Networking: Fundamentals
Computer Networking: Practical
Ethical Hacking Fundamentals
Cloud Computing
Building Local Area Networks

Progression Pathways

Internally within D&A College

- HND Games Development
- HND Digital Design and Web Development
- HND Cyber Security
- HND Computing: Technical Support
- HND Computing: Software Development
- HND Computer Networking & Internetworking Technology

Externally with Partner Universities

- Abertay University – BSc (Hons) Computing – Year 2
- Other University Computing Programmes

Course Description

Computing is one of the most lucrative industries today. The world is now reliant on computers and hardware and software is developing and changing at such an extensive rate. Computer sciences and IT skills can be applied to almost any sector and almost all companies require highly computer-literate employees. Everything is covered, from glamorous careers in computer games development to working in IT departments to helping employees when they run into software and hardware problems. Choosing the

computing path opens up a wealth of career options allowing you to build a career that suits your personality and interests.

This course introduces you to the world of software, networking and ethical hacking. You will study this subject over a period of 2 years and you will receive an HNC Computing which is at SQA Level 7.

Unit Contents

Unit	Description
Intro to Developing Software	This unit is designed to enable pupils to develop basic software development skills. The design and implementation of the constructs of programming (variables, sequence, selection, iteration, functions and parameter passing) will be covered in the context of a development environment.
Ethical Hacking Fundamentals	<p>This Unit aims to introduce pupils to the concepts and practical skills required in real life ethical hacking engagements. By the end of this Unit pupils should be aware of the importance of the role of IT security and be able to perform information gathering steps, system security testing, system exploits, and access maintenance/track covering techniques and suggest possible countermeasures within a security assessment report.</p> <p>On completion of the Unit pupils should be able to:</p> <ol style="list-style-type: none"> 1. Perform target information gathering reconnaissance. 2. Perform system security vulnerability testing. 3. Perform system vulnerability exploit attacks. 4. Produce a security assessment report
Professionalism and Ethics in Computing	This unit is designed to provide pupils with a knowledge and understanding of professional issues, including contemporary legislation, and ethical considerations for those fulfilling a computing related role within the workplace.
Computer Systems Fundamentals	This unit is designed to provide pupils with the knowledge of the various hardware and software elements of a computer system, how to install an operating system and install and configure application and security software.
Troubleshooting Computing Problems	This unit is designed to provide pupils with the skills required to develop a possible solution to a computing problem in the context of computer networking, software development or technical support.
Computer Networking: Fundamentals	This Unit is designed to introduce pupils to the basic components of contemporary local area networks (LANs) and wide area networks (WANs) and give an overview of their underlying technologies.
Computer Networking: Practical	This Unit is designed to introduce pupils to the basic



Unit	Description
	<p>components of contemporary local area networks (LAN) and wide area networks (WANs). Pupils will gain practical experience of implementing a client server local area network using industry-standard equipment and protocols. Pupils will also learn how to configure appropriate devices to allow a remote computer to gain access to the LAN.</p>
<p>HNC Computing Exam</p>	<p>This Graded Unit is designed to provide evidence that the pupil has achieved the main principal aims of the HNC in Computing. It is assessed through an exam.</p>
<p>Cloud Computing</p>	<p>This Unit is intended to give pupils an introduction to the fundamentals of cloud computing and the associated terminology and technology.</p> <p>The Unit will cover a broad knowledge base in the essentials of cloud computing along with conceptual understanding of the elements associated with cloud computing.</p> <p>On completion of the Unit pupils should be able to:</p> <ol style="list-style-type: none"> 1. Identify and describe cloud computing fundamentals. 2. Identify and describe different cloud delivery and deployment models. 3. Devise and implement a cloud strategy for a small to medium sized enterprise.
<p>Building Local Area Networks</p>	<p>This Unit is suitable for pupils who wish to gain the skills and knowledge necessary for Local Area Network design and implementation. The Unit will provide the underpinning theoretical knowledge necessary for an understanding of local area network devices, media, and protocols. The Unit will also look at design methods for local area networks, and provide practical experience in connecting and testing small networks. The Unit will include coverage of network security, and the configuration of basic routers and firewalls. The Unit is intended for pupils who will be working in network support, installation or maintenance, or for those seeking practical and theoretical knowledge of local area networks.</p> <p>On completion of the Unit pupils will be able to:</p> <ol style="list-style-type: none"> 1. Describe Local Area Network devices, media, protocols, and safety issues. 2. Design and build Local Area Networks.

Assessment Method

Within all units there is a mixture between practical based assessment in which pupils will need to demonstrate the technical skills learned throughout the unit in the form of a small project, as well as this, pupils will be expected to undertake a series of extended response questions to demonstrate they understand the key theory and concepts of the unit. Finally, pupils will be expected to undertake an end of year final exam which will be graded.

**Entry requirements**

Entry to this award is at the discretion of the centre. However, the following examples illustrate qualifications that may be considered suitable for entry.

1. 3 passes at National 5 level in appropriate subjects.

Different combinations of relevant National Qualifications, Vocational Qualifications and equivalent qualifications from other awarding bodies may also be acceptable, as would suitable vendor qualifications at an appropriate level.

Foundation Apprenticeship: Accounting Skills

Course Title	Accounting Skills Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Arbroath - Year 1: Wednesday 2-5pm, Friday 9-1 pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2- 5pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	A good level of English and Mathematics (Nat 5). Having taken a Business subject would be an advantage.

Course content

This Foundation Apprenticeship will allow pupils to gain a vocational qualification that combines skills in accountancy alongside the knowledge that underpins these skills in a workplace setting while still at school.

On successful completion of all the components of the Foundation Apprenticeship, pupils will achieve a Joint Qualification Certificate for the Foundation Apprenticeship in Accountancy. They will also receive certification for the NPA in Accountancy and part of SVQ level 3 in Accounting – 3 units leading to the Advanced Certificate in Bookkeeping (AAT).

Year 1 Units include

The NPA in Accountancy (knowledge) will include the following 5 units at SCQF Level 5/6:

1. H1YR 76 - Preparing Management Accounting Information
2. H1YS 76 - Analysing Account Information
3. H1YP 76 - Preparing Financial Accounting Information
4. FN16 11 - Recording data in the ledger
5. TBC - Professional Values for Accountancy

These units are delivered in S5 in order to provide underpinning knowledge before application to practice within a work experience placement in a Business setting in S6. In addition, a work placement Unit (HF88 46) will be completed in the main during the second year as part of a substantial work placement component.

Activities in S5

- NPA in Accountancy delivered in College (30 credits)
- Site visits to employers
- Short work experience placement
- Interview/career planning support

Year 2 (work placement & AAT units)

The Level 3 SVQ in Accounting – Advanced Diploma in Accounting (part) will include the following 3 units:

- Advanced Bookkeeping (AAT)
- Final Accounts Preparation (AAT)
- Indirect Tax (AAT)

These units will be delivered parallel to the work experience placement through the achievement of the AAT units within the framework of the “Advanced Diploma in Accounting” Course (level 3).

The work placement component in S6 (second year) will provide pupils with the opportunity to have significant input to a long term engagement with a business/accounting issue, from the identification of a problem or opportunity, through to its resolution or implementation.

This may include tasks such as:

- contribution to the preparation of management accounting information
- contributing to the analysis of general accounting information
- contribute to the preparation of financial accounting information
- general bookkeeping tasks
- demonstrate professional values and ethics in an accountancy setting
- taking responsibility for logistics e.g. travel and accommodation
- providing administrative support
- using a variety of software packages
- presenting various business/finance related documents
- applying problem-solving skills challenging accountancy issues

Activities in S6:

- delivery of 3 AAT units at College
- extended work placement of 1 day per week undertaking real work projects (16-20 weeks)
- complete any outstanding NPA component in College
- further interview / career planning support
- final assessment/Exam of AAT units

Progression opportunities:

There are several progression routes available:

- **Level 3 Modern Apprenticeship in Accounting** -as the FA includes 3 units from the MA as the SVQ skills and competence element which would count as APL/RPL from the FA for these completed units.
- **HNC Accounting** at Dundee and Angus College
- **Professional Training e.g. AAT** to progress into accountancy roles including accountancy technician, advanced accountancy technician and other related roles through to becoming a Chartered Accountant
- **Entrance into University** courses such as degrees and related courses
- **Direct Employment** with an accountancy employer or in a related industry such as business and finance

Foundation Apprenticeship: Software Development

Course Title	Foundation Apprenticeship in Software Development
Level	SCQF 6
Campus/Days	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2- 5pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	Minimum of five National 5 passes or completion of the Web/Graphic design and development skills for work class. Other relevant knowledge or experience will be considered and will be discussed with course leader

A Foundation Apprenticeship aims to give school pupils the opportunity to develop the knowledge, skills and experience needed to enter a career in this field. Pupils spend time out with their school timetable at college and with a local employer.

The FA in Software Development is for pupils in S5 and takes 2 years to complete. The programme combines an NPA in Software Development with elements of the Diploma in IT & Telecommunications (Modern apprenticeship). It helps pupils to discover what a career in an ICT department or a digital company would be like whilst they are still at school. The course will help pupils discover and develop programming skills looking at various applications, websites and computer games. They will also have the chance to shadow and work with some of the best experts in the industry.

Course content

Year 1 units: NPA Software Development

- Computing: Applications Development
- Computing: Authoring a Website
- Software Design and Development

In S5, pupils will take part in an 'industry challenge' with a local employer. This will involve pupils participating in a project set by a local digital/ICT company who will act as their client for a software application that they will design and build.

This will develop their knowledge of the software development process and further develop their skills in communication and understanding of the industry.

Year 2 units: Diploma for IT & Telecommunications Professional (Skills & Demonstration of Competence)

- Personal Effectiveness 2
- Health & Safety in IT & Telecoms
- Event Driven Programming or Procedural Programming 2 or Object Oriented Programme
- Investigating and Defining Customer Requirements for IT & Telecom Systems
- Data Modelling

In S6, pupils will undertake a work experience placement in a relevant digital/ICT setting with a local employer. The pupils will gain experience of working within a software development environment in which they will see a wide range of roles including software design, testing and maintenance. The pupils will also gain employability skills of timekeeping, attendance, team working, communication and demonstrating



value based practice including ensuring dignity and privacy, respect for self and others and equality and diversity principles.

Progression opportunities

- Modern Apprenticeship in IT & Telecommunications
- Further study in areas of Computing, Software Development, Interactive Media, and Games Development
- Possible employment across a range of digital sectors

Foundation Apprenticeship: Hardware System Support

Course Title	Foundation Apprenticeship in Hardware System Support
Level	SCQF 6
Campus/Days	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2- 5pm Year 2: days to be decided
Start Date	May 2017
End Date	May 2019
Entry requirements	Minimum of five National 5 passes. Other relevant knowledge or experience will be considered and will be discussed with course leader

A Foundation Apprenticeship aims to give school pupils the opportunity to develop the knowledge, skills and experience needed to enter a career in this field. Pupils spend time out with their school timetable at college and with a local employer.

The FA in Software Development is for pupils in S4 or S5 and takes 2 years to complete. The programme combines an NPA in Professional Computer Fundamentals with elements of the Diploma in IT & Telecommunications (Modern apprenticeship). It helps pupils to discover what a career in an ICT department or a digital company would be like whilst they are still at school. The course will help pupils discover and develop IT skills and have the chance to shadow and work with some of the best experts in the industry.

Course content

Year 1 units: NPA Professional Computer Fundamentals

- Security Fundamentals
- Network Fundamentals
- Server Administration Fundamentals

In S5, pupils will take part in an 'industry challenge' with a local employer. This will involve pupils participating in a project set by a local digital/ICT company who will act as their client and mentor for an in class project.

This will develop their knowledge of the software development process and further develop their skills in communication and understanding of the industry.

Year 2 units: Diploma for IT & Telecommunications Professional (Skills & Demonstration of Competence)

- Personal Effectiveness
- Health and Safety in IT and Telecom
- IT and Telecom System Operation
- Testing IT and Telecom Systems
- Working with IT and Telecoms Hardware and Equipment

In S6, pupils will undertake a work experience placement in a relevant digital/ICT setting with a local employer. The pupils will gain experience of working within an ICT environment in which they will see a wide range of roles including networking, server administration and cyber security. The pupils will also gain



employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice including ensuring dignity and privacy, respect for self and others and equality and diversity principles.

Progression opportunities

- Modern Apprenticeship in IT & Telecommunications
- Further study in areas of Computing, Networking, Hardware Support, and Cyber Security
- Possible employment across a range of digital sectors

Foundation Apprenticeship: Creative and Digital Media

Course Title	Foundation Apprenticeship in Creative & Digital Media
Level	SCQF 6
Campus/Days	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2-5pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	Minimum of five National 5 passes or completion of the Web/Graphic design and development skills for work class. Other relevant knowledge or experience will be considered and will be discussed with course leader

A Foundation Apprenticeship aims to give school pupils the opportunity to develop the knowledge, skills and experience needed to enter a career in this field. Pupils spend time out with their school timetable at college and with a local employer.

The FA in Creative & Digital Media is for pupils in S5 and takes 2 years to complete. The programme combines an NPA in Creative & Digital Media with elements of the Diploma in Creative & Digital Media (Modern apprenticeship). It helps pupils to discover what a career in Creative industry would be like whilst they are still at school. Do you love being creative? Thought about working in film, TV, radio, publishing, games or online media? The creative industries in Scotland combine technical skills, design, and storytelling. A Foundation Apprenticeship (FA) in Creative and digital media could be your foot in the door.

Course content

Year 1 units: NPA Creative & Digital Media

- Creative Industries: An introduction to Scotland
- Creative Industries: Understanding a Creative brief
- Media: Understanding the creative process
- Storytelling for the Creative Industries

In S5, pupils will be introduced to a range of employers who will give an insight into the industry setting and the types of projects that may be involved within this sector.

Year 2 units: Diploma in Creative & Digital Media

- Work effectively with others in the Creative industries
- Ensure your own actions reduce risks to health and safety
- Communicating using Digital Marketing/sales channels
- Use Digital and Social Media in Marketing campaigns
- Media project (industry challenge project)

In S6, pupils will undertake a work experience placement in a relevant setting with a local employer. The pupils will gain experience of working within a creative environment in which they will see a wide range of roles including digital marketing, media and project management. The pupils will also undertake a media project with this employer and gain the relevant skills needed for working with live clients. The pupils will also gain employability skills of timekeeping, attendance, team working, communication and demonstrating



value based practice including ensuring dignity and privacy, respect for self and others and equality and diversity principles.

Progression opportunities

- Modern Apprenticeship in Creative & Digital, Digital Marketing or Digital Applications
- Further study in areas of Digital Design and Web Development, Business and Marketing, or another relevant HNC/HND.
- Possible employment across a range of digital and creative sectors

Foundation Apprenticeship: Social Services (Children and Young People)

Course Title	Social Services (Children and Young People) Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2–5 pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	Minimum of 5 National 5 passes, one of which must be English, and successful interview. Must demonstrate a genuine interest in this vocational area.

Course content

Year 1 (S5) – NPA in Social Services (Children and Young People) at SCQF Level 6

Year 2 (S6) – SVQ Level 2 Social Services (Children and Young People) at SCQF Level 6 (part of)

In S5, pupils will attend college one day per week to develop their understanding of the values and principles that underpin childcare before applying to practice whilst on work placement. The course structure will develop the skills of investigating, analysing, evaluating and presenting information, as well as developing knowledge and understanding.

Vocational skills will be developed, demonstrated and competence will be assessed whilst on work placement through the achievement of the SVQ units within the framework. Pupils will develop further care and employability skills whilst on work placement to enable them to generate the necessary evidence required for the SVQ 2 Social Services (Children and Young People) at SCQF Level 6 (part of). The pupils will gain an understanding of the National Care Standards which underpin childcare practice. They will have the opportunity to relate all of their theoretical knowledge gained in S5 to practice undertaken whilst in S6. The pupils will develop reflective practice skills as part of this process.

In S6, pupils will undertake a work experience placement in a relevant play work and childcare setting with the local authority, or private sector employer. In addition to the completion of the mandatory units SVQ the pupil will gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice.

Progression opportunities:

- Modern Apprenticeship in Social Services (Children and Young People) at SCQF Level 7
- Employment: Support Work in a Childcare setting; - Out of School Care Assistant
- Further Study: National Certificate (NC) in Early Education and Childcare

Foundation Apprenticeship: Social Services and Health Care

Course Title	Social Services and Health Care Foundation Apprenticeship
Level	SCQF 6
Campus/Days	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: 2 days to be decided, in placement
	Gardyne - Year 1: Monday and Wednesday 2-4pm Year 2: 2 days to be decided, in placement
Start Date	May 2018
End Date	May 2020
Entry requirements	Minimum of 5 National 4 passes, one of which must be English and successful interview. Must demonstrate a genuine interest in this vocational area.

Course content

Year 1: NPA in Social Services and Healthcare

In S5, the pupil will attend college one day per week to develop your understanding of the values and principles that underpin Social Services and Healthcare before applying to practice whilst on work placement. The course structure will develop skills of investigating, analysing, evaluating and presenting information, as well as developing knowledge and understanding.

Year 2: SVQ Level 2 in Social Services and Healthcare (part of)

In S6, the pupil will undertake a work experience placement in a relevant health or social care setting with the local authority, or private sector employer. In addition to the completion of (part of) the SVQ, the pupil will gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice.

Vocational skills will be developed, demonstrated and competence will be assessed whilst on work experience placement through the achievement of the SVQ units. The pupil will develop further care and employability skills whilst on work experience placement to enable you to generate the necessary evidence required for the SVQ 2 Social Services (Health and Social Care, part of) at SCQF Level 6. They will also have the opportunity to relate all of your theoretical knowledge gained in S5 to practice undertaken whilst in S6 and develop reflective practice skills as part of this process.

Progression opportunities

- Modern Apprenticeship in Social Services and Health at SCQF Level 7
- Employment: Health Care Assistant; Support Worker in a Care Setting
- Further Study: Advanced Certificate in Health and Social Care or Access to Nursing

Foundation Apprenticeship: Engineering Technician

Course Title	Engineering Technician Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Kingsway - Year 1: Monday and Wednesday 2-5pm Year 2: 2 days to be decided
	Arbroath - Year 1: Wednesday 2-4pm and Friday 9-1pm Year 2: 2 days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	This programme is designed for pupils starting their S5 year that have completed NAT 5 Mathematics and Physics and can demonstrate their ability to work at Level 6 Mathematics and beyond. All applicants must have a good level of written and spoken English and demonstrate a real interest in engineering.

Course content

Skills

Delivered in a number of ways, practical workshop and laboratory sessions as well as during project and industry challenge tasks. Both the core and essential skills will be delivered within the NC Mechanical Engineering Level 6 and SVQ Level 2 Performing Engineering Operations units.

Knowledge

Gained in the academic qualification (NC Level 6) within the classroom and laboratory settings and vocationally within workshop training and practice sessions, project work and work experience as they work towards their group of SVQ 2 Performing Engineering Operations Units.

Competence

Will be developed in workshop training, practice along with working on projects, industry challenge and work placement opportunities, assessed and observed within these scenarios and evidenced against the SVQ Level 2 Performing Engineering Operations Unit requirements.

Progression opportunities

- Further study
- Progression to employment, non-apprenticeship route
- Modern Apprenticeship

Foundation Apprenticeship: Scientific Technologies

Course Title	Laboratory Skills Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Kingsway - Year 1: Monday and Wednesday 2-5pm Year 2: 2 days to be decided
Start Date	May 2017
End Date	May 2019
Entry requirements	Pupils will be required to have science qualifications at Level 5, demonstrate their ability to work at Level 6 and beyond and how that they have a genuine interest in participation in a work-based programme.

Course content

Foundation Apprenticeships are an excellent opportunity for pupils in S5 to gain invaluable sector specific practical skills while learning the underpinning theory while at college. The Foundation Apprenticeship (FA) in Laboratory Skills comprises of a National Progression Award (NPA) in Laboratory Science at SCQF level 6 and 5 SVQ units at SCQF Level 6. You will be working in partnership with local employers and Dundee and Angus College to gain an industry recognised qualification.

NPA Laboratory Science

Units Include

- Mathematics for Science (level 5)**
 Develops skills in statistics, algebra, and graphical work and how to apply these skills in an appropriate scientific context
- Fundamental Chemistry: An Introduction (level 6)**
 Introduction to the main concepts of chemistry
- Quality and Health and Safety Systems in Science Industries (level 7)**
 Introduction and opportunity to view quality standards and health and safety issues procedures in practice via at least one industrial/commercial site visit.
- Microbiological Techniques (level 6)**
 Develops knowledge, understanding and practical skills in growth limitation and sterilisation, culturing and identifying micro-organisms.

Year 1

In S5, you will attend college two ½ days per week to develop your understanding of the values and principles of Laboratory Science before applying to practice whilst on work placement.

Year 2

Work placement in an industry approved workplace building real life skills and attributes which are specialised to a chosen career.

Progression opportunities

- Further study
- Progression to employment, non-apprenticeship route
- Modern Apprenticeship
- HNC

Foundation Apprenticeship: Accountancy Skills

Course Title	Accounting Skills Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Arbroath - Year 1: Wednesday 2-5pm, Friday 9-1 pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2-5pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	A good level of English and Mathematics (NAT 5). Having taken a Business subject would be an advantage.

Course content

This Foundation Apprenticeship will allow candidates to gain a vocational qualification that combines skills in accountancy alongside the knowledge that underpins these skills in a workplace setting while still at school.

On successful completion of all the components of the Foundation Apprenticeship, candidates will achieve a Joint Qualification Certificate for the Foundation Apprenticeship in Accountancy. They will also receive certification for the NPA in Accountancy and part of SVQ level 3 in Accounting – 3 units leading to the Advanced Certificate in Bookkeeping (AAT).

Year 1 Units include

The NPA in Accountancy (knowledge) will include the following 5 units at SCQF Level 5/6:

1. Preparing Management Accounting Information
2. Analysing Account Information
3. Preparing Financial Accounting Information
4. Recording data in the ledger
5. Professional Values for Accountancy

These units are delivered in S5 in order to provide underpinning knowledge before application to practice within a work experience placement in a Business setting in S6.

In addition, a work placement Unit (HF88 46) will be completed in the main during the second year as part of a substantial work placement component.

Activities in S5

- NPA in Accountancy delivered in College (30 credits)
- Site visits to employers
- Short work experience placement
- Interview / career planning support

Year 2 (work placement & AAT units)

The Level 3 SVQ in Accounting – Advanced Diploma in Accounting (part) will include the following 3 units:

- Advanced Bookkeeping (AAT)

- Final Accounts Preparation (AAT)
- Indirect Tax (AAT)

These units will be delivered parallel to the work experience placement through the achievement of the AAT units within the framework of the “Advanced Diploma in Accounting” Course (level 3).

The work placement component in S6 (second year) will provide candidates with the opportunity to have significant input to a long term engagement with a business/accounting issue, from the identification of a problem or opportunity, through to its resolution or implementation.

This may include tasks such as

- Contribute to the preparation of management accounting information
- contributing to the analysis of general accounting information
- Contribute to the preparation of financial accounting information
- General bookkeeping tasks
- Demonstrate professional values and ethics in an accountancy setting
- taking responsibility for logistics e.g. travel and accommodation
- providing administrative support
- using a variety of software packages
- presenting various business/finance related documents
- applying problem-solving skills challenging accountancy issues

Activities in S6

- Delivery of 3 AAT units at College
- Extended work placement of 1 day per week undertaking real work projects (16-20 weeks)
- Complete any outstanding NPA component in College
- Further interview / career planning support
- Final assessment/Exam of AAT units

Progression opportunities

There are several progression routes available:

- **Level 3 Modern Apprenticeship in Accounting** -as the FA includes 3 units from the MA as the SVQ skills and competence element which would count as APL/RPL from the FA for these completed units.
- **HNC Accounting** at Dundee and Angus College
- **Professional training e.g. AAT** to progress into accountancy roles including accountancy technician, advanced accountancy technician and other related roles through to becoming a Chartered Accountant
- **Entrance into University** courses such as degrees and related courses
- **direct employment** with an accountancy employer or in a related industry such as business and finance

Foundation Apprenticeship: Business Skills

Course Title	Business Skills Foundation Apprenticeship
Level	SCQF 6
Campus/Days TBC	Arbroath - Year 1: Wednesday 2-5pm, Friday 9-1 pm Year 2: days to be decided
	Gardyne - Year 1: Monday and Wednesday 2- 5pm Year 2: days to be decided
Start Date	May 2018
End Date	May 2020
Entry requirements	A good level of English and Mathematics (NAT 5). Having taken a Business subject would be an advantage.

Course content

Year 1 (NPA in Business Skills) Units include

- Understanding Business
- Management of People and Finance
- PC Passport: Working with IT Software - Word Processing and Presenting Information
- PC Passport: Working with IT Software - Spreadsheet and Database
- Contemporary Business Issues
- Work Placement

Year 2 (work placement)

The work placement component in S6 will provide pupils with the opportunity to have significant input to a long term engagement with a business issue, this may include tasks such as:

- Producing business documents
- Contributing to the organisation of events
- Developing and delivering presentations
- Providing reception services
- Using and maintaining office equipment
- Taking responsibility for logistics e.g. travel and accommodation
- Providing administrative support for meetings
- Using a variety of software packages
- Presenting business documents and managing projects
- Applying problem-solving skills to resolve challenging or complex complaints

Pupils will participate in job shadowing enabling interaction with services users to further develop skills in communication and gain an understanding of the client group. In addition, they will develop skills in personal reflection and enable connections to be made with knowledge previously gained. The pupil will gain experience of working with older adults, employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice including respect for self and others and equality and diversity principles. Certificate of work readiness may also be offered to the young people on this Foundation Apprenticeship where appropriate.

On successful completion of all the components of the Foundation Apprenticeship, pupils will achieve a Joint Qualification Certificate for the FA in Business Skills. They will also receive certification for the NPA in Business Skills and part of SVQ level 3 in Business Administration.



Progression opportunities

- Further study
- Progression to employment, non-apprenticeship route
- Modern Apprenticeship

Foundation Apprenticeship: Civil Engineering

Course Title	Engineering Technician Foundation Apprenticeship
Level	SCQF 6
Brechin High School	<p>Brechin High School - Year 1: Tuesday 09:00 -16:00 pm Year 2: Wednesday 09:00 -16:00 pm Year 2: Friday Work placement</p> <p>Dundee - Year 1: Wednesday or Thursday 2-4pm and Friday 09:00 -16:00 pm TBC Year 2: Wednesday or Thursday 2-4pm and Friday 09:00 -16:00 pm TBC Year 2: Friday Work placement</p>
Start Date	May 2018
End Date	May 2020
Entry requirements	The Civil Engineering programme is designed for pupils starting their S5 year currently working towards or completed NAT 5 Mathematics or Physics and capable of progression to SCQF Level 6 Mathematics. All applicants must have a good level of written and spoken English and demonstrate a real interest in Civil Engineering.

Course content

Skills

Foundation Apprenticeships are new, work-based qualifications for secondary school pupils. They provide pupils starting S5 in August with the opportunity to develop their skills, experience and knowledge in a live environment and gain an industry-recognised qualification set at SCQF Level 6 (the same level of learning as a Higher).

The **vocational skills** will be developed, demonstrated and assessed whilst on work experience placement through the achievement of the SVQ units within the framework of the “Civil Engineering” Course. Candidates will develop further employability skills whilst on work experience placement to enable them to generate the necessary evidence required for the Foundation Apprenticeship in Civil Engineering. They will have the opportunity to relate all of their theoretical knowledge gained in S5 to practise undertaken whilst in S6. The candidates will develop reflective practice skills as part of this process.

Knowledge

Delivered in a number of ways, practical workshop and laboratory sessions as well as during project and industry challenge tasks. The course content for the Foundation Apprenticeship in Civil Engineering covers the following topics: Civil Engineering Technology, Sustainability and Environmental Building Science, Construction Site Surveying, Computer Aided Design, Site Work and Project, Measurement and Costing, Substructure, Health and Safety, Mathematics and Materials.

The Foundation Apprenticeship in Civil Engineering at SCQF Level 6 will include the following:

1. National Certificate in Civil Engineering
2. H6A504 Maintain Professional Relationships and Practice in Built Environment Design
3. Construction Skills Certification Scheme (CSCS) card.
4. Bridge Design



In S5, pupils will attend one day per week to develop their understanding of the values and principles that underpin programming before applying to practice whilst on work placement. The NC course structure will develop the skills of investigating, analysing, evaluating and presenting information, as well as developing knowledge and understanding.

Activities in S6

- Extended work placement of 1 day per week undertaking real work projects (36 weeks)
- Complete final NC component
- Further interview / career planning support
- Final assessment of SVQ units

Competence

In regards to industry engagement, in S5 pupils will conduct an 'industry challenge' which will take the form of a Bridge project and the Construction Skills Certification Scheme (CSCS) card. This will involve pupils participating in building The ICE suspension bridge and they will also design a bridge using software. This will develop their knowledge of the design process and will further develop their skills in communication and understanding of the industry. In addition, the pupils will develop skills in personal reflection and enable connections to be made with knowledge previously gained within the NC.

In S6, pupils will undertake a work experience placement in a relevant Civil Engineering setting within either a local authority or private sector employer. The pupils will gain experience of working within the Civil Engineering environment in which they will see a wide range of roles. The pupils will also gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice including ensuring dignity and privacy, respect for self and others and equality and diversity principles.

Progression opportunities

Upon successful completion of a Foundation Apprenticeship, a range of progression routes are available. A Foundation Apprenticeship can provide accelerated entry to a Modern Apprenticeship programme or to employment.

Possible progression routes include

- Modern Apprenticeship in Civil Engineering or other construction technician area (SVQ level 3)
- HNC Civil Engineering
- HND Civil Engineering
- BEng Civil Engineering