



Curriculum Detail: Occupational Studies

The occupational studies programme is designed to give learners at Key Stage 4 a series of short taster courses within the main apprenticeship areas. It includes a work placement of one day per fortnight from the spring term of Year 10 onwards.

Each student is required to create a portfolio of evidence that demonstrates the relevant assessment criteria have been fulfilled and learning outcomes achieved. These portfolios might include: completed observational checklists and related action plans; witness testimonies; candidate and peer reports; projects and records, both oral and written, of professional discussions; worksheets; and assignments.

The qualifications consist of 73 optional units across ten occupational areas; choices usually reflect students' interests (the skills and experiences of the teachers assigned to teach the programme as well as the availability of any specialised equipment needed are also considered).

Each unit attracts a number of credits and these accumulate to give the student the opportunity to achieve the qualification at a number of different levels.

The list of possible courses that can be followed is extensive. Below are some examples of units offered:

Land-based

Unit 01 Developing skills in garden horticulture (3 credits)

Unit 02 Sowing and growing techniques (3 credits)

Unit 03 Cultivating compost and soils (3 credits)

Unit 04 Cultivating herbs (3 credits)

Unit 05 Safe tractor operation (3 credits)

Unit 06 Assist with feeding and watering horses (2 credits)

Unit 07 Introduction to wildlife and conservation (6 credits)

Unit 08 Understanding techniques used in floristry (3 credits)

Construction and engineering

Unit 09 Developing bricklaying skills (4 credits)

Unit 10 Using painting skills for interior ceilings and walls (3 credits)

Unit 11 Introduction to plastering techniques (3 credits)

Unit 12 Floor and wall tiling techniques (3 credits)

Unit 13 Carpentry hand skills (3 credits)

Unit 14 Developing skills in joining materials using welding (3 credits)

Unit 15 Mechanical component assembling skills (3 credits)

Unit 16 Developing skills in routine servicing of mechanical equipment (3 credits)

Unit 17 Building a cavity wall (3 credits)

Unit 18 Plumbing skills (4 credits)

Motor vehicle

- Unit 19 Checking and maintaining a car's tyre pressure and tread (1 credit)
- Unit 20 Identification of basic external and internal car parts (3 credits)
- Unit 21 Motor vehicle workshop tools and equipment (3 credits)
- Unit 22 Health and safety practices in vehicle maintenance (4 credits)
- Unit 23 Introduction to vehicle valeting (3 credits)

Hospitality and catering

- Unit 24 Basic food preparation and cooking (3 credits)
- Unit 25 Customer service in the hospitality industry (3 credits)
- Unit 26 Introduction to the catering and hospitality industry (3 credits)
- Unit 27 Maintenance of a safe, hygienic and secure working environment (3 credits)

Design, media and technology

- Unit 28 Sound recording skills (6 credits)
- Unit 29 MIDI and audio techniques (6 credits)
- Unit 30 Exploring digital photography (4 credits)
- Unit 31 Develop and use radio presentation skills (1 credit)
- Unit 32 Creative media production group project (4 credits)
- Unit 33 Introduction to advertising (1 credit)
- Unit 34 Sound and audio production skills (3 credits)
- Unit 35 Designing an interior (1 credit)
- Unit 36 Using a camera and accessories (2 credits)
- Unit 37 Photography – using a tripod (1 credit)
- Unit 38 Digital graphics editing (4 credits)

Office and business

- Unit 39 IT communication fundamentals (2 credits)
- Unit 40 Understanding business communication (3 credits)
- Unit 41 Using fax machines and photocopiers (3 credits)
- Unit 42 Filing skills (3 credits)
- Unit 43 Handling mail (2 credits)
- Unit 44 Working in an office (2 credits)
- Unit 45 Supporting business meetings (3 credits)
- Unit 46 Careers in business and administration (3 credits)
- Unit 47 Developing customer service skills (3 credits)

Retail and service enterprise

- Unit 48 Understanding the control, handling and replenishment of stock in a retail business (2 credits)
- Unit 49 Understanding the business of retail (1 credit)
- Unit 50 Understanding customer service in the retail sector (2 credits)
- Unit 51 Understanding the retail selling process (2 credits)

Sport, leisure and tourism

- Unit 52 Displaying travel and tourism products and services (4 credits)
- Unit 53 Investigate companies in the travel industry (1 credit)
- Unit 54 Worldwide travel and tourism destinations (3 credits)

- Unit 55 UK travel and tourism destinations (3 credits)
- Unit 56 Participating in leisure activities (3 credits)
- Unit 57 Taking part in sport (3 credits)
- Unit 58 Planning a fitness programme (3 credits)

Hairdressing and beauty

- Unit 59 Styling women's hair (3 credits)
- Unit 60 Styling men's hair (3 credits)
- Unit 61 Colour hair using temporary colour (3 credits)
- Unit 62 Nail art application (3 credits)
- Unit 63 Basic make-up application (3 credits)

Employability and social development

- Unit 64 Problem solving at work (2 credits)
- Unit 65 Working in a team (2 credits)
- Unit 66 Time management skills (2 credits)
- Unit 67 Improving own learning and performance (2 credits)
- Unit 68 Introduction to health and social care (3 credits)
- Unit 69 Caring for babies and young children (3 credits)
- Unit 70 Understanding children's social and emotional development (3 credits)
- Unit 71 Understanding changing roles and relationships in adolescence (3 credits)
- Unit 72 Using craft activities with children and young people (3 credits)
- Unit 73 Undertaking an enterprise project (3 credits)