



	<u>Workskills</u>				
	Year 7	Year 8	Year 9	Year 10	Year 11
Autumn 1				Unit 1: Considering Your Own Work-related Skills & Behaviours <i>What is employability</i>	Unit 4: Prepare & Participate in an Interview <i>What is an interview, Different types of interview</i>
Autumn 2				Unit 1: Considering Your Own Work-related Skills & Behaviours <i>Exploring your own personal skills</i>	Unit 4: Prepare & Participate in an Interview <i>Mock interviews, Common interview questions</i>
Spring 1				Unit 2 Selecting & Applying for a job <i>Understand job market, match skills to jobs.</i>	Unit 4: Prepare & Participate in an Interview <i>More mock interviews, Follow up process</i>
Spring 2				Unit 2 Selecting & Applying for a job <i>Interpret job adverts, begin CV</i>	Unit 4: Prepare & Participate in an Interview <i>Workplace behaviour, Portfolio completion</i>



Summer 1		Continue Unit 2: Application skills + practice <i>Develop CVs,</i> <i>Build portfolios</i>	Summer revision, consolidation, final submission. <i>What have</i> <i>we learnt, reflection</i>
Summer 2		Continue Unit 2: Application skills + practice <i>Review</i> <i>applications, Reflect on</i> <i>strengths</i>	Summer revision, consolidation, final submission. <i>Catch up,</i> <i>submit portfolio</i>