Year 12 Options Booklet
For Students attending 6\textsuperscript{th} Form in September 2019

Where students aspire, thrive and achieve the qualifications and skills for life that they need to become independent adults.
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### 3 OPTION BLOCKS (You will choose one option from each block A, B and C)

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**Compulsory Subjects (everyone will also do these qualifications)**

- Functional Skills English - Entry Level 1-3, Levels 1 and 2 (p.18)
- Maths AQA Ascentis QCF Qualifications - Entry Level 1-3, Level 1 and Level 2 (p.19)
- Skills for Life - Personal & Social Development/COPE - Entry Level 1-3, Level 1 & 2 (Independent living, personal and social development) (p.20)
Why choose Selly Oak?

Our Sixth Form is an integral part of our school and each year more and more students decide to continue their learning journey at Selly Oak Trust School. Sixth Form students can **stay with us for up to three years** in a caring and specialised environment to ensure they get the highest quality opportunities to prepare them for their next steps.

From September 2019 we will be offering an exciting new study programme that includes a wider choice of vocational and employability focussed qualifications (see above) and work experience placements to prepare our students for their next steps after Selly Oak.

Please note our September 2019 Year 12 students will only be on site at Selly Oak for four days per week. **This means year 12 students in September will not be in school every Monday.** On Mondays, students are **not expected to come to school unless** we have arranged a link college course or work experience placement. We will calendar all link college course times and work experience placement dates and let Parents/Carers know in advance.

**On Mondays students will not be in school and will either be:**

- Completing Personal Study Time completing tasks connected to their qualifications **offsite** at **home**
- Completing Work Experience or volunteering placements **offsite**
- Attending a calendared Link College Experience **offsite**

<table>
<thead>
<tr>
<th>Functional Skills English</th>
<th>Ascentis Maths</th>
<th>Personal &amp; Social Development</th>
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All students will also study the following courses:
Personal Study Time (offsite at home)

When students are not on calendared Work Experience or College placements on Mondays they will be expected to stay at home to complete personal study tasks linked to their option courses or personal/social development. Personal study allows students to develop their independent working skills which is vital as they progress to further education or work in the future.

Work Experience Placements

At Selly Oak Trust School we know that our students need purposeful, relevant and realistic work experience to prepare them for the world of work. Whilst in our Sixth Form, all students will have the opportunity to take part in regular, bespoke work experience placements in a range of working environments. Our dedicated Work Experience Co-Ordinator will work with businesses, Parents and Carers to create personalised experiences for students. We feel it is vital that Parents and Carers play an active role in helping find placements for their son/daughter as we have found this really increases the chance of placements being successful. Students will also complete volunteering projects as part of our commitment to support our local community, such as working with The Canals and River Trust, Macmillan Cancer, Foodbank and Acorns Children Charities.

In addition to this, through our partnership with Central England Co-operative Retail Stores, our award winning ‘SENSe to Aspire’ programme supports all students in our Sixth Form with a two or four day work placement that includes work experience in a local Co-op store, a CV and Application Form workshop and ‘mock’ interviews. Students can also take part in a Floristry Master Class with Co-op employees to further develop their skills and understanding of work place roles.

Link College Experiences

As part of the Monday timetable, students may have the opportunity to take part in a local college experience in a variety of work focussed subject areas at Queen Alexander College (Catering Kitchen) and South & City College (Construction).

The timetable on the next page shows what a New Year 12 week could look like.
## Year 12 Timetable 2019*

<table>
<thead>
<tr>
<th>Time</th>
<th>Session One</th>
<th>Session Two</th>
<th>Session Three</th>
<th>Session Four</th>
<th>Time</th>
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<tr>
<td>9:00 - 9:30</td>
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<td>2:45 - 3:00</td>
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<tr>
<td>Break</td>
<td>10:25 - 10:35</td>
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<td>10:40 - 11:35</td>
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<td>11:35 - 12:25</td>
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<td>12:25 - 1:15</td>
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<tr>
<td>1:15 - 2:15</td>
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**Monday**

PERSONAL HOME STUDY, WORK EXPERIENCE/VOLUNTEERING PLACEMENTS or LINK COLLEGE EXPERIENCES & TUTOR TIME

**Tuesday**

- **Skills for Life**
  - Option A (Q)
  - English (Q)
  - TUTOR TIME

**Wednesday**

- **Skills for Life**
  - Option B (Q)
  - Maths (Q)
  - TUTOR TIME

**Thursday**

- **Skills for Life**
  - Option C (Q)
  - English (Q)
  - TUTOR TIME

**Friday**

- **Skills for Life**
  - PSD & Employability Skills (Q) with Form Tutor
  - Maths (Q)
  - TUTOR TIME

- **Calendared Home Study** times to increase personal independence skills and complete course related home learning tasks
- **Dedicated Form Tutor** delivering essential personal, social and employability skills preparing for next steps
- **Choice of 4 vocational and creative options** from each block with most leading to nationally recognised qualifications or awards
- **Dedicated Work Experience & Placement Co-ordinator** organising placements with local employers & colleges
- **Continuation of English, Maths & Personal, Social and Employability Qualifications**
Functional Skills ICT

Entry level 1, 2, & 3 and Level 1

OVERVIEW OF COURSE

This course is ideal for you, if you wish to further your knowledge of ICT and how ICT is used by businesses.

This course is a great introduction to using ICT and prepares you well for further study, an apprenticeship or getting a job. You will have the ICT skills you need to help you whatever your interests and career choices.

COURSE STRUCTURE

You will learn new skills which include:

Creating a business presentation

Using the internet

Editing images

PROGRESSION ROUTES

- Edexcel BTEC Level 1 Certificate for IT Users (ITQ) (QCF)
- Diplomas
- Apprenticeships
- Supported employment

This course provides preparation for employment in ICT, career development into further or higher education, work or training.

ENTRY REQUIREMENTS

There are no specific entry requirements.

FOR ADVICE PLEASE SEE

Ms J Patrick - Second in Maths and IT Faculty or
Ms Jebson - Head of Maths & IT Faculty
OVERVIEW OF COURSE
The aim of this course is to provide students with the basic understanding of growing and caring for plants and maintaining gardens and garden features. Students will gain valuable knowledge and understanding to work in an outdoor garden environment and be inspired to possibly pursue a career in the horticulture industry.

COURSE STRUCTURE
During the course, pupils will study:

- Sowing, growing and maintaining vegetables and flowering plants.
- Designing and maintaining gardens within the school environment
- Learning how to use tools effectively and safely through tasks i.e. weeding, pruning, mowing etc.
- Work based skills including health and safety awareness.

PROGRESSION ROUTES
By undertaking this course, pupils will gain skills in growing and caring for plants and maintaining them in the outdoor environment as well as the growing spaces and glasshouse. They will also understand what is expected of them towards maintaining health and safety in the workplace. Students could successfully move from key stage 4 to key stage 5, within Selly Oak Sixth Form or onto a college course to extend their experience.

Students showing a keen enthusiasm could move onto an apprenticeship or work.

ENTRY REQUIREMENTS
There are no specific entry requirements; we ask that students have an interest in Horticulture and an enthusiasm to develop and grow in the outdoor environment. Pupils will be expected to work outside in most weather conditions so outdoor clothing is essential or can be supplied, if necessary.

FOR ADVICE PLEASE SPEAK TO
Mr Craven- Head of Creative Faculty
Mr Hockney- Horticulture Instructor
OVERVIEW OF COURSE
The aim of this course is to provide students with the basic overview of practical skills needed within the interior and exterior construction industry. Working within opportunities around the school, students will develop painting and decorating techniques, carpentry skills, health and safety awareness, bricklaying basics and furniture construction. Students will gain valuable knowledge and practical ability to work in a trade and be inspired to possibly pursue a career in the construction industry.

COURSE STRUCTURE
During the course, pupils will study:
- Design and make a quality timber product.
- Painting techniques, including decorative finishes.
- Wallpapering techniques Inc. cutting around sockets.
- Basic hard landscaping techniques i.e. bricklaying, slab laying
- Basic furniture construction i.e. shelving, flat packed furniture.
- Work based skills including health and safety awareness Inc. safe tool usage

PROGRESSION ROUTES
By undertaking this course, pupils will gain practical skills in maintaining spaces within the home, as well as basic principles of the built environment outside. They will also understand what is expected of them towards maintaining health and safety in the workplace. Students could successfully move from key stage 4 to key stage 5, within Selly Oak Sixth Form or onto a college course to extend their experience. Students showing a keen enthusiasm could move onto an apprenticeship or work.

ENTRY REQUIREMENTS
There are no specific entry requirements; we ask that students have an interest in Construction and an enthusiasm for practical work and developing their work based skills. Pupils will be expected to work outside on occasions, so outdoor clothing is essential or can be supplied, if necessary.

FOR ADVICE PLEASE SPEAK TO
Mr Craven- Head of Creative Faculty
Mr Hockney- Horticulture Instructor
The Duke of Edinburgh's (DofE) Award

Programme Outline:

The DofE is a challenging and rewarding programme of personal development from beginning to end that helps to develop young people for life and work. The DofE is all about going the extra mile - gaining new skills, pushing yourself physically, helping others and exploring new territories. At the same time, you'll gather friendships, experiences and memories that will last a lifetime.

There are three levels of programme you can do which, when successfully completed, lead to a Bronze, Silver or Gold Duke of Edinburgh's Award. Bronze, Silver & Gold.

<table>
<thead>
<tr>
<th>Bronze</th>
<th>Silver</th>
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<td>Volunteering section: 3 months</td>
<td>Volunteering section: 6 months</td>
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<tr>
<td>Physical section: 3 months</td>
<td>Physical and Skills sections: One section for 6 months and the other section for 3 months</td>
</tr>
<tr>
<td>Skills section: 3 months</td>
<td>Expedition section: 3 days/2 nights</td>
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<tr>
<td>Expedition section: 2 days/1 night</td>
<td>If you didn't do Bronze, you must undertake a further 6 months in either the Volunteering or the longer of the Physical or Skills sections</td>
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You also have to do 3 more months in one of the Volunteering, Physical or Skills sections

Please note that in order for you to attend an expedition, you are required to participate in the following:

- A training session, requiring an overnight stay - essential to learn the skills required for the expedition: e.g. camping, cooking, orienteering, map reading, teamwork and route-planning
- Two day practice expedition, requiring an overnight stay
- Two day qualifying expedition, requiring an overnight stay

We currently offer Bronze and Silver sections. Many of the sections required can be undertaken during club/directed study sessions, weekends and after-college clubs.

There is an initial charge to students of £19 for registering with DofE. Other costs include expedition costs, camping equipment, clothing and boots.

Progression:

From volunteering to physical activities, life skills to expeditions, achieving a DofE Award is a passport to a brighter future, valued by employers and universities.

FOR ADVICE SEE
Mrs H Morrissy - 2nd in Science & PE Faculty or
Miss Curtis - Head of Science & PE Faculty
ROYAL NAVY CADETS
BTEC Level 1 Award in Public Services

OVERVIEW OF COURSE
This course is challenging and rewarding and is being made available to KS5 students. The focus of the course is to study the uniformed public services. This includes; the Armed Forces, the Ambulance Service, the Fire Service and the Police Service. The course is a mix of both classroom based work and practical elements that take place either at school or off-site. Some of the areas pupils study are:
- What careers are available in the uniformed public services?
- What fitness levels are required to work in the public services?
As well as studying for the BTEC Qualification, all pupils are enrolled in the school’s Royal Navy Cadet programme. This will give them the opportunity to learn sailing and rowing and undertake residential trips. This year, pupils have been to HMS Raleigh in Cornwall and on a Tall Ships sailing expedition. They have also undertaken CPR Training, team building exercises and visit to local fire stations. Pupils have also benefited from a member of the uniformed public services visiting the school to discuss their jobs and careers.
The course aims to develop pupil’s independence, vocational skills and knowledge. The course is assessed on a mixture of practical activities and written coursework.

COURSE STRUCTURE
- BTEC Level 1 Award in Public Services by end of Year 2.

PROGRESSION ROUTES
Pupils who gain a BTEC Level 1 Award in Public Services often go on to:
- Further Education
- Use their qualification to apply for a role within the uniformed public services
- Go to work or a training scheme

ENTRY REQUIREMENTS
Due to the coursework involved in the subject, we would speak with the English Faculty to make sure students have a high enough level of literacy to complete the course before the start of the academic year.

FOR ADVICE PLEASE SEE
Mr N Price - Cadet Teacher or Miss T Wiltshire
**Production Arts - Entry Level - Level 1**

**OVERVIEW OF COURSE**
The Level 1 Award in Music, Performing and Production Arts will enable the learner to both engage with education and acquire the requisite knowledge, skills and understanding to progress to further education or employment within the creative industries. They will build sets, paint and make props, costumes and designs for performances and school productions.

**COURSE STRUCTURE**
This qualification will enable learners to:
- Be introduced to the equipment and processes used in music, performing and production arts, and the skills necessary to record and express ideas.
- Make a range of props, costumes, sets and equipment for performances
- Be introduced to the communication skills used in support of creative activities and develop an understanding of the role that communication skills play in informing and developing ideas.
- Use previously acquired skills, knowledge and understanding to explore and resolve creative problems
- Demonstrate personal strengths in music, performing and production arts and to use the knowledge, understanding and skills developed in previous units.

This course is entirely coursework based.

**FOR ADVICE SEE**
Mr Craven - Head of Creative Faculty
or Ms Matthews - Production Arts Teacher
**Music Technology and Performance - Entry Level - Level 1**

**OVERVIEW OF COURSE**
Students will study a range of music technology skills relevant to the performing arts industry, including: using computers to make music, creating sound effects, recording and editing audio, live mixing skills and microphone techniques. They will also develop performance skills on their chosen instrument or voice and will have the opportunity to perform or assist in the technical back stage area for a wide range of performances including the Christmas and Summer Bonanzas. The course will offer opportunities to visit local theatre companies and external performance events. The group will work closely alongside the students on the Production Arts option.

**COURSE STRUCTURE**
The specific units of study will be variable according to the needs and learning styles as well as previous experience and working at levels of the student cohorts. This will range from the Arts Award Explore Entry Level 3 through to the Level 1 Open College Network in Performing Arts Award and Certificate.

**PROGRESSION ROUTES**
From KS4 there is progression to continue studies into KS5 and from KS5 there are many college placements in the area that offer Music Technology and Performing Arts courses at level 1, 2 and 3.

**ENTRY REQUIREMENTS**
There are no specific entry requirements; we ask that students have an interest in music technology and performance with a desire to participate in the Bonanzas in some capacity, back stage or on stage.

**FOR ADVICE PLEASE SPEAK TO**
Mr Craven - Head of Creative Studies Faculty
Mr Rowley - Music Technology and Performance Teacher
**Car Valeting – Vocational Training (No Qualification)**

**OVERVIEW OF COURSE**
Students will learn how to fully valet cars using all the tools and skills required to lead to a potential job in this industry. The Car Valeting team generate funds to buy their own equipment and improve the service they offer.

**COURSE STRUCTURE**
There are certain skills and activities that students needs to complete to gain a proficiency certificate in this option. They will need to complete a series of tasks over the two years under the guidance of the teacher.

**PROGRESSION ROUTES**
Car Valeting is a useful vocational skill and could lead to work in car maintenance, sales or parts. IT could also lead to work in cleaning or restoration industries such as garden, fascia or window cleaning.

**ENTRY REQUIREMENTS**
There are no specific entry requirements; we ask that students have an interest in cars, cleaning and having fun with a group of friends!

**FOR ADVICE PLEASE SPEAK TO**
Miss Jones – Head of Sixth Form
Hospitality and Catering - Level 1

OVERVIEW OF COURSE
The aim of the course is to provide you with knowledge, skills and confidence to run and work in the schools coffee shop and to prepare and cook a variety of dishes. The course should inspire you to pursue a career within the industry or as a way to cook at home and to pass on the recipes you have learnt to your family and friends.

You will complete written coursework alongside the coffee shop and cooking many practical dishes.

COURSE STRUCTURE
During the course, pupils will study:
- Running and working in the School's Coffee Shop
- Preparing and serving drinks
- Food service
- Customer service
- Health and safety in the kitchen
- How to follow a recipe
- How to cook on a budget
- Nutrition

PROGRESSION ROUTES
By undertaking this course you should be able to cook for yourself independently and safely. You will gain a background knowledge to support your choices. This course would be beneficial to pupils who wish to continue with the course in Sixth form or are considering going to college once they have finished at Selly Oak to study for catering and to those who have an interest or passion for cookery.

ENTRY REQUIREMENTS
There are no specific entry requirements. Pupils are expected to bring in ingredients from home where possible. If pupils are unable to bring in ingredients, we ask them to inform a member of staff, so ingredients can be attained for them.

FOR ADVICE PLEASE SEE
Mr D Craven - Cookery Teacher, Head of Creative Studies Faculty
Sports Leadership - Level 1

OVERVIEW OF COURSE
This course offers you a qualification that focuses on the personal qualities and work skills that are required for a career in Sport and Active Leisure.

The course will enable you to develop your vocational skills by learning through practical involvement, planning your own fitness programme, evaluating your own performance and research based tasks. It looks more in-depth at the work-related skills required within the Sport and Active Leisure Industry.

This course is entirely coursework based with a practical element.

COURSE STRUCTURE
You will complete a mixture of practical and theory based lessons to achieve units in:
- Assisting at a Sport or Active Leisure Event
- How the Body Works
- Working in Sport and Active Leisure
- Planning Own Fitness Programme
- Assisting a Leader of Sports or Active Leisure Activities to Plan and Deliver an Activity.

By completing all of the units, you will achieve the Level 1 Certificate.

FOR ADVICE SEE
Mrs Morriissy - 2nd in Science & PE Faculty or
Miss Curtis - Head of Science & PE Faculty
Visual Arts - Entry Level - Level 1

OVERVIEW OF COURSE

This qualification gives learners flexibility to sample different creative areas within the visual arts arena, enabling progression opportunities and the development of transferable skills. This may include: drawing, painting, sculpture, digital photography, graphic design and print making.

COURSE STRUCTURE

Units of study will be selected based on learners’ interests and aptitudes. Learners will be encouraged to develop their confidence and creative abilities as they will learn technical skills and knowledge in visual art.

PROGRESSION ROUTES

The qualification will help prepare learners to progress to a higher qualification in the same subject area.

It will help prepare learners for employment

It will support learners within a role in the workplace

It will encourage engagement in learning

ENTRY REQUIREMENTS

There are no specific entry requirements. We ask that learners have an interest in the visual arts and have an enthusiasm to develop their creativity.

FOR ADVICE PLEASE SPEAK TO

Mr D. Craven, Head of Faculty, Creative Studies
Ms. L. Matthews, Teacher of Art
Mr. P Smith, Teacher of Art
Creative Enterprise – Vocational Training (No Qualification)

OVERVIEW OF COURSE
This option is for all our budding crafters, designers and makers who want to create and sell exciting items in school and beyond.

COURSE STRUCTURE
Projects will be selected based on learners’ interests and each project will be linked to events or special days happening in school or nationally e.g. Comic Relief. The students will also create and make things to sell at our Christmas & Summer Bonanzas and Oakfest annual festival. Students will explore business and marketing approaches and how to use social media to promote events and sales.

PROGRESSION ROUTES
The qualification will help prepare learners to progress to a qualification in the same subject area (Business Enterprise if they stay in Year 14).

It will help prepare learners for employment, working in retail or the arts industry. They could go on to explore self-employment opportunities too.

ENTRY REQUIREMENTS
There are no specific entry requirements. We ask that learners have an interest in making, crafting or selling and have an enthusiasm to develop their creativity ready for applying it in a business model.

FOR ADVICE PLEASE SPEAK TO
Miss Jones - Head of Sixth Form
Functional Skills English

Entry Level, Levels 1 and 2 Certificates
(Equivalent to a GCSE grade - Dependent upon previous grade achieved)

OVERVIEW OF COURSE
Post 16 students follow a Functional Skills programme that focuses upon the real life skills needed for the future whilst continuing to develop core literacy skills. Throughout Years 12 and 13 you will have the opportunity to gain two certificates at a level appropriate to your ability.

In class you will study:
- Letter Writing and Communication
- Instructional Texts and Form Completion
- Reading to extract information
- Persuasive Writing
- Interpreting Texts
- Engaging and Participating in discussion on a range of topics

COURSE STRUCTURE
This programme is assessed through three examinations:
- Speaking and Listening
- Reading
- Writing

PROGRESSION ROUTES
- Further education
- Go to work or a training scheme
- Apprenticeship

ENTRY REQUIREMENTS
This course will build on your Year 11 Final English Qualification so you get the best result by the time you leave Selly Oak Trust School.

FOR ADVICE PLEASE SEE
Mr Melsom - Acting Head of English Faculty
Maths

AQA Ascentis QCF Qualifications

OVERVIEW OF COURSE
These qualifications are suitable for learners over 14 years of age and are based on real life scenarios so are perfect for our young people to see how maths can be used in their everyday life.
The units help break down maths into bite size pieces to help learners build confidence and understanding within Maths.

COURSE STRUCTURE
The courses are delivered through units which are assessed individually by an exam which can be taken in the classroom. These units earn credits which go towards the end qualification.
Learners who achieve 3 credits can claim an Award. Leaners who achieve 6 credits can claim an Extended Award and learners who achieve 13 credits can claim the full Certificate.
The pace of delivery is based upon learner progress and can be tailored to every learner’s need.

PROGRESSION ROUTES
These qualifications begin at Entry 1 and go through to a Level 2 qualification so can be continued onwards from that achieved in year 11.

FOR ADVICE PLEASE SEE
Ms E Jebson - Head in Maths and IT Faculty
**Skills for Life**

**Personal & Social Development (PSD) EL1-Level 2**

**OVERVIEW OF COURSE**

The Skills for Life Curriculum provides you with the real life skills needed to become more independent young person. The course offers you the opportunity to improve your personal, social and emotional skills whilst preparing you for independent living and the world of work.

**COURSE STRUCTURE**

Each unit is tailored to meet the needs of the group and covers areas of study suggested by Selly Oak parents, students and local employers and colleges. Just some of the topics covered are:

- Sex and Relationships
- Employment Skills
- Social Etiquette
- Independent Living and Travel
- Team work and Self-Esteem building
- Drugs, Alcohol and Smoking
- Year 12 & 13 Work Experience at CO-OP
- Emergency First Aid
- Money, Shopping and Financial Independence
- Careers Guidance
- College Experience

In addition to this, you will continue to work on your own personalised ‘Real Life Skills Checklist’ which covers independent living skills from Road Safety to Ironing!

**FOR ADVICE PLEASE SEE**

Mrs R Dodds– Head of Skills for Life