

# Braeview Academy School Prospectus 2020-21

# Art and Design



Are you keen to consider a career in graphics, game design, textiles, fashion, architecture or any of the wide-ranging options available in the visual arts and the creative industries? Maybe you love drawing and being creative and hope to further strengthen your skills in this area. If so, the Art and Design department has the courses for you.

Our courses are designed to build on the skills and enthusiasm you bring. We will help you acquire new skills, broaden your knowledge, and help give you the confidence you need to achieve your full potential in this rich and exciting subject area.

The Art & Design department is a friendly teaching and learning environment, where individual ideas and experimentation is encouraged.

Level National	What will I do?
3, 4 and 5	The courses consist of two practical elements: <b>Expressive and Design</b> where you will develop thoughts and ideas through drawing, painting and other visual forms, experiment with media handling, use various techniques and technologies and develop understanding of artists and designers and their techniques. You will choose from: Still Life, Portraiture, Figure Composition and the Built Environment for your Expressive portfolio. Options for your Design Portfolio are: Jewellery, Body Adornment, Textiles and Graphic Design. You are encouraged to exercise imagination and creativity. As you develop your practical skills, you will investigate how artists and designers create and develop their ideas, as well as knowledge of the social and cultural influences on their artwork.
Higher	Higher Art and Design is an exciting yet demanding course, covering a broad range of Expressive media such as painting, drawing, a variety of printing techniques and sculpture. In Design, you will research and investigate a design brief you have written, problem solve with an emphasis on aesthetics and experiment with materials to further develop the 2D and 3D technical skills you experienced at National 5. You will choose from the same areas of Design and Expressive Art as you did at National 5.  The Course allows you to widen your understanding of the impact of social and cultural influences on artists and designers and their work. This will help develop your creativity, problem-solving and critical thinking skills as you consider design and expressive opportunities.

#### Advanced Higher

The course is designed to give you the opportunity to gain an Advanced Higher but also to produce a Portfolio of work to apply to Art Colleges or other Higher Education courses. You are encouraged to develop either an Expressive or Design line of enquiry, selecting a relevant personal theme. Self-motivation, imagination and working independently are key to success at this level. The Course will provide you with the opportunity to extend and apply the skills you have developed during the Higher Art and Design Course. You will chose from the same areas of Design or Expressive Art as you did at Higher level. To inform your own work, you will research and investigate the work of selected artists or designers.

#### Why study Art and Design:

#### **Career/Employment Opportunities**

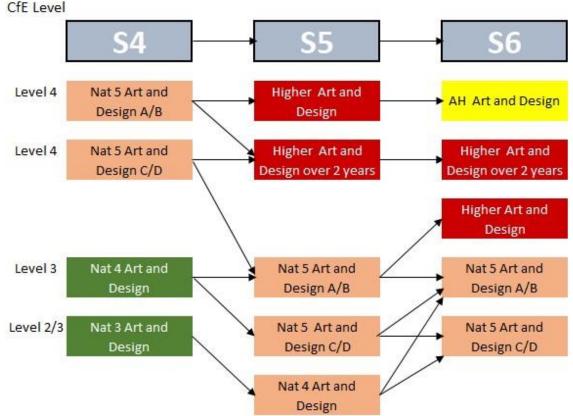
A qualification in this subject could lead to further study or employment in the following areas

- Animator
- Architect
- Art Therapist
- Artist
- Community arts worker
- Digital Designer
- Engineer
- Fashion designer
  - Fine artist Painter, Sculptor...
- Games designer
- Glass blower/designer
- Graphic designer

- Illustrator
- Industrial/product designer
- Interior and spatial designer
- Jewellery designer
- Make-up artist
- Medical illustrator
- Photographer
- Production designer, theatre/television/film
- Teacher
- Textile designer
- Web designer

#### A career in the Creative Industries

The Creative Industries is the fastest growing sector in the UK's economy. It is booming with job opportunities, worth a staggering £84 billion a year. The Creative Industries are one of the UK's greatest success stories, with British musicians, artists, fashion brands and films immediately recognisable in nations across the globe.



# **Biology**



Biology plays a crucial role in our everyday existence and is increasingly

important in the modern world. Choosing Biology not only opens doors to further study and employment it also develops an understanding of current issues such as drug treatments and disease, fertility treatments, increasing food production; this is in addition to fundamentals of the subject such as evolution and body systems.

National Qualification Level	What will I do?
4	Cell biology – cell division, DNA, therapeutic uses of cells, enzymes, micro-organisms, photosynthesis, respiration, controversial biological procedures  Multicellular – reproduction, growing and uses of plants, genetic information, growth of
	organisms and homeostasis  Life on earth – interdependence, population growth, nitrogen cycle, fertilisers, adaptations and behaviour
	Assessment - You will complete an assessment at the end of each unit, you must achieve 50% or more to pass. You will complete an Added Value Unit research task and design, carry out and write up an experiment. All assessments are marked by staff in School.
	Cell Biology – structure of cells, diffusion and osmosis, DNA and protein structure,
	enzymes, genetic engineering and respiration.
5	Multicellular organisms – mitosis, stem cells and specialisation of cells, nervous
	system, reproduction, genetics, plants and animal transport.
	Life on Earth – biodiversity, ecosystems, sampling techniques, adaptations, natural
	selection, photosynthesis, evolution and human impact on the environment.
	<b>Assessment</b> You will complete an Assignment research task which will count towards your final grade. You will sit a 2.5 hour examination which counts towards the rest of your grade. Both assessment tasks are marked by the SQA.
	Human Cells – Cell division and cancer, structure and replication of DNA, gene
Higher	expression and the role of genes in disease, human genomics, respiration and energy
(Human Biology)	systems.
2.0.09)	Physiology and Health – reproduction, controlling fertility, ante- and postnatal
	screening, structure of blood vessels and the heart, cardio-vascular disease, diabetes
	and obesity.
	Neurobiology and Communication – nervous system and memory, neural pathways
	and the effect of drugs, communication and social behaviour.
	Immunology and Public Health – Non-specific and specific body defences to disease,
	the transmission and control of diseases, vaccination and immunisation programmes.
	<b>Assessment</b> You will complete an Assignment research task which will count for part of your overall grade. You will sit a 3 hour examination which counts towards the rest of your grade. Both assessment tasks are marked by the SQA.

#### Advanced Higher

**Cells and Proteins** – cell culture, structure of proteins, binding and changes in proteins, membrane proteins, antibodies and molecular interactions within cells. Using lab techniques. **Organisms and Evolution** – evolution, variation, sexual reproduction, parasitism, sex and how it influences animal behaviour. Using field techniques employed by biologists.

**Investigative Biology** – scientific principles and practice, experimentation and the critical evaluation of scientific research.

**Assessment** -. You will complete an assessment at the end of each unit, you must achieve 50% or more to pass. You will complete a research project in which you must design, carry out and write up an experiment and relate this to published research. This will count towards part of your overall grade. You will sit an examination which counts towards the other part of your grade. Both assessments are marked by the SQA.

#### Why study Biology?

Through the Biology courses pupils will develop a wide range of transferrable skills which will prepare them for the future. Pupils will complete both individual and group tasks which further develop their personal and learning skills in terms of both literacy and numeracy. A large part of the courses is the development of problem-solving skills; being able to handle data and apply knowledge to unfamiliar contexts. Throughout each level of study pupils are given the opportunity to develop their ICT skills through various software applications.

Furthermore pupils will develop specific vocational skills that are specific to particular occupations such as; Nursing, Dentistry, Medical/Health, Veterinary, Sports therapist, Physiotherapist, Marine Biologist, Botanist, Microbiologist, Food and drink production/Biotechnologist, Pharmacist, Sport and Fitness industry, Forensic scientist, Environmental work, Laboratory work, Agriculture.

The Biology course's is regarded as being an excellent preparation for the type of independent study expected by colleges and universities as well as several careers.

#### Learner Pathways in Biology/ Science

Sector/	S4	S5/6		S6 Only
Level	National 3/4/5	National 3/4/5	Higher*	Advanced Higher*
Science	Biology	Biology (N5 Only)		Biology
	Chemistry	Chemistry		Chemistry
	Physics	Physics		Physics
		Human Biology (Hig	gher only)	
	Skills for work:	Skills for work:		
	Laboratory Skills	Health Sector		
	(N5 Only)	(N5 Only)		

<sup>\*</sup> Entry to Higher and Advanced Higher courses requires prior National 5 qualifications in the relevant subject.

# Lab Skills



Lab skills, **skills for work course**, play a crucial role in our everyday existence and is increasingly important in the modern world. Choosing lab skills not only opens doors to further study and employment in the scientific field but allows you to develop transferrable skills vital for learning, life and work.

National Qualification Level	What will I do?
5	You will study the following units of work;  - Careers  - Working in a laboratory  - Practical skills  - Investigation project
	A large majority of the lessons have practical, experimental aspects where your skills will be assessed continuously.

#### Why study Lab Skills?

National 5 lab skills offers an opportunity to continue studying Science in the senior phase where there is no requirement to sit end of unit tests, instead your practical skills will be assessed through course work.

Through the lab skills courses pupils will develop a wide range of transferrable skills which will prepare them for the future. Pupils will complete both individual and group tasks which further develop their personal and learning skills in terms of both literacy and numeracy. A large part of the course is the development of skills; including lab based, ICT, self-evaluation and problem solving.

Furthermore pupils will develop specific vocational skills that are specific to particular occupations such as; Nursing, Dentistry, Medical/Health, Veterinary, Sports therapist, Physiotherapist, Marine Biologist, Botanist, Microbiologist, Food and drink production/Biotechnologist, Pharmacist, Sport and Fitness industry, Forensic scientist, Environmental work, Laboratory work, Agriculture.

## **Learner Pathways in Science**

Sector/	S4	S5/6		S6 Only
Level	National 3/4/5	National 3/4/5	Higher*	Advanced Higher*
Science	Biology	Biology (N5 Only)		Biology
	Chemistry	Chemistry		Chemistry
	Physics	Physics		Physics
		Human Biology (Hig	gher only)	
		Environmental Scie	nce	
	Skills for work:	Skills for work:		
	Laboratory Skills	Health Sector		
	(N5 Only)	(N5 Only)		

 $<sup>^{</sup>st}$  Entry to Higher and Advanced Higher courses requires prior National 5 qualifications in the relevant subject.

# **Health Sector**



Health sector **Skills for Work** qualification allows you to gain skills in the classroom for job roles related to the health sector. The course is suited to those considering a health sector related career such as: retail pharmacy healthcare and dispensing assistants, support roles in the life sciences industry, care home services, the voluntary sector and non-clinical roles within the health sector.

National Qualification Level What will I do?

5

There are 5 mandatory units to complete during the academic year. During the course, you will:

- Learn about the physiology of the Cardiovascular System and apply this knowledge to measuring fitness and gain skills in current first aid procedures.
- Research health and lifestyle issues and its importance as well as learning to give advice to customers on improving health and lifestyle choices.
- Demonstrate key employability skills and attitudes that are valued by employers in the health sector in Scotland.
- Be introduced to the contribution of the life science industry to the field of healthcare, investigate pharmaceutical products as well as demonstrate health and safety skills.
- Investigate a range of non-clinical roles that support health care such as finance and administration whilst developing skills in excellent customer care.

#### Why study health sector?

National 5 health sector offers an opportunity to continue studying Science in the senior phase where there is no requirement to sit end of unit tests, instead your practical skills will be assessed through course work.

Through the health sector courses pupils will develop a wide range of transferrable skills which will prepare them for the future. Pupils will complete both individual and group tasks which further develop their personal and learning skills in terms of both literacy and numeracy. A large part of the course is the development of skills; including lab based, ICT, self-evaluation and problem solving.

Furthermore pupils will develop specific vocational skills that are specific to particular occupations such as; Nursing, Dentistry, Medical/Health, Veterinary, Sports therapist, Physiotherapist, Marine Biologist, Botanist, Microbiologist, Food and drink production/Biotechnologist, Pharmacist, Sport and Fitness industry, Forensic scientist, Environmental work, Laboratory work, Agriculture.

## **Learner Pathways in Science**

Sector/	S4	S5/6		S6 Only
Level	National 3/4/5	National 3/4/5	Higher*	Advanced Higher*
Science	Biology	Biology (N5 Only)		Biology
	Chemistry	Chemistry		Chemistry
	Physics	Physics		Physics
		Human Biology (Hig	gher only)	
		Environmental Scie	nce	
	Skills for work:	Skills for work:		
	Laboratory Skills	Health Sector		
	(N5 Only)	(N5 Only)		

 $<sup>^{</sup>st}$  Entry to Higher and Advanced Higher courses requires prior National 5 qualifications in the relevant subject.

# **Environmental Science**



With growing pressures on scarce resources and concern over the effects of climate change, there has never been a better time to study environmental science. Gain the knowledge and skills to help build a cleaner future and address the challenges facing human existence on earth.

National Qualification Level	What will I do?
5/Higher	You will study the following units of work; - Earth's resources - Living environment - Sustainability
	The National 5 and Higher Environmental Science courses are practical and experiential and develop scientific awareness of environmental issues. It involves an understanding of scientific principles, economic influences and political action.

#### Why study Environmental Science?

National 5 Environmental science is an interdisciplinary subject which draws from the sciences and social sciences. Environmental scientists are involved in tackling issues such as global climate change, pollution, use of land and water resources, and changes in wildlife habitats.

Environmental science courses encourage the development of skills and resourcefulness which lead to becoming a confident individual. Successful candidates in environmental science think creatively, analyse and solve problems. Studying relevant areas of environmental science such as the living environment, the Earth's resources and sustainability produces responsible citizens. Pupils will complete both individual and group tasks which further develop their personal and learning skills in terms of both literacy and numeracy. A large part of the course is the development of skills; including lab based, ICT, self-evaluation and problem solving.

Environmental Science is a growing field with an ever increasing variety of employment options. Pupils will develop specific vocational skills that are specific to particular occupations such as; Environmental consultant. Horticulturalist. Education officer, mineral surveyor, nature conservation, recycling officer, sustainability consultant, waste management officer, water quality scientist, landscape architect, toxicologist, transport planner, etc.

## **Learner Pathways in Science**

Sector/	S4	S5/6		S6 Only
Level	National 3/4/5	National 3/4/5	Higher*	Advanced Higher*
Science	Biology	Biology (N5 Only)		Biology
	Chemistry	Chemistry		Chemistry
	Physics	Physics		Physics
		Human Biology (Hig	gher only)	
		Environmental Scie	nce	
	Skills for work:	Skills for work:		
	Laboratory Skills	Health Sector		
	(N5 Only)	(N5 Only)		

 $<sup>^{*}</sup>$  Entry to Higher and Advanced Higher courses requires prior National 5 qualifications in the relevant subject.

# **NPA - BUSINESS AND IT**



Do you want to learn more about business and information technology at the same time? Do you want to set up your own business? Then this is the subject for you. It ensures you as the young person are more prepared for employment and better informed in career choices for jobs in these industries. All topics covered in this course cut across all sectors of the economy and all job roles, eg employment rights, what jobs are where, how do you know you have the skills.

Level Course Content

#### **Understanding Business**

This is where you will learn about the business environment and how businesses operate. This introduces you to the main roles, activities and functions associated with businesses and other organisations.

#### **Management of Marketing and Operations**

You will learn about the processes businesses use to survive in a competitive environment. Also, how marketing can be used to communicate effectively with consumers, maximising customer satisfaction. Learning continues about the processes used to produce products and maintain quality. In addition, how to manage suppliers, inventory and production ethically.

#### **IT Solutions for Administrators**

To be able to get a job in today's employment market you need excellent ICT skills. This unit of work focuses on advancing your early skill learning in spreadsheets, databases and word-processing to a more advanced level, preparing you for the job market.

#### **Communication in Administration**

Further developing your ICT skills for gathering and sharing information with others, eg email, e-diary, blogs and new emerging technologies. Being able to identify if information is reliable and real or fake.

Same topics areas as above, but you will learn advanced IT skills and more detailed knowledge of all other subject content.

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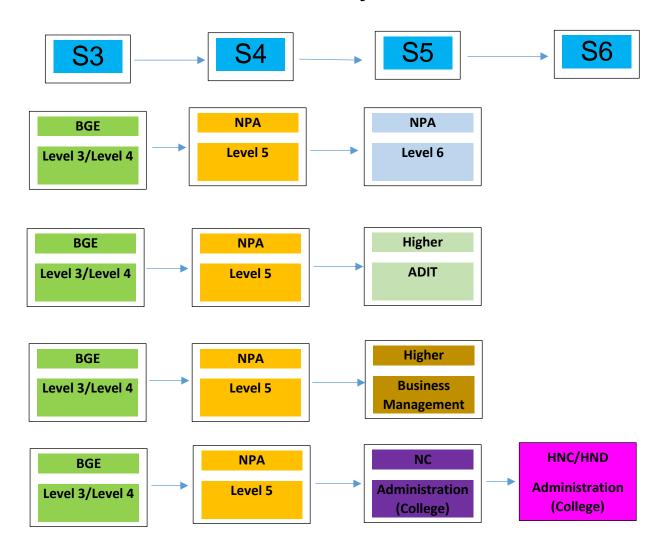
#### Assessment

Assessment will be in the form of end of unit testing on each of the above topic areas.

#### **Careers**

You can have a career in many different areas of the economy, eg Event Management, Accountancy, Insurance, Marketing, Human Resource Management, Advertising, Finance, Retail, Sales, Logistics and Distribution, Law.

#### Business and IT Learner Pathways



### **Administration & IT**



This subject cuts across all sectors of the economy and offers wideranging employment opportunities. It provides candidates with experience of real-life administration tasks and engaging practical activities relevant to the world of work.

There is an emphasis on the development of transferable life skills by giving pupils the opportunity to develop IT skills in a wide range of software. Pupils following the course become aware of the use of technology within the workplace, as they complete organisational tasks.

#### National 4

#### **Course Content**

#### **IT Solutions for Administrators**

Pupils will develop skills in IT, organising and processing information in familiar administration-related contexts. Pupils will use IT software such as; word processing, spreadsheets and databases, to create and edit simple business documents. Emerging technologies will be incorporated regularly to ensure that its content remains current.

#### **Communication in Administration**

Pupils will use IT for gathering and sharing information with others in familiar administration-related contexts. Pupils will develop an understanding of what constitutes a reliable source of information and an ability to use appropriate methods for gathering information. They will also become able to communicate information in ways which show a basic awareness of its context, audience and purpose.

#### **Administrative Practices**

Pupils will learn key legislation affecting employees, key features of good customer care and the skills, qualities and attributes required of administrators.

#### **Added Value Unit**

In this Unit pupils will draw on the knowledge, understanding and skills developed in the three Units above. Pupils will undertake practical administration and IT-based tasks to organise and support a small-scale event or events.

#### National 5

#### **IT Applications**

Pupils develop skills in IT, problem-solving, organising, and managing information. They select IT software to create and edit business documents, gather and share information, and develop skills to communicate information. They will develop skills in using spreadsheets, databases, word-processing, desktop publishing, presentations and electronic communication. Pupils will use these skills to organise, problem solve and support events in administrative contexts.

#### Theory

Pupils are introduced to the responsibilities of organisations, the skills/qualities and tasks of the administrative support function. They will also learn of the importance of customer care as well as the benefits and consequences.

#### **Assignment**

This Unit is to draw on the knowledge, understanding and skills developed in the two Units above. Pupils will undertake practical administration and IT-based tasks to organise and support a small-scale event or events.

#### Higher

#### **IT Solutions for Administrators**

Pupils will develop skills in IT to organise and manage information in administration related contexts. Pupils will develop the ability to use a range of functions, some of them advanced, in IT applications such as word processing, spreadsheets, databases and emerging technologies. Pupils will use these to analyse, process and manage information in order to create and edit complex business documents.

#### **Communication in Administration**

Pupils will develop IT skills, to research and communicating complex information to others. Pupils will develop an understanding of barriers to communication and ways of overcoming them. Pupils will also develop knowledge and understanding of how to maintain the security and confidentiality of information. This will enable pupils to communicate information, taking account of the needs of the audience.

#### **Administrative Theory and Practice**

This Unit enables pupils to develop an in-depth knowledge and understanding of administration and the impact of IT on the workplace. Pupils will acquire an in-depth knowledge and understanding of the factors contributing to the effectiveness of the administrative function, such as effective time and task management, complying with workplace legislation, effective teams and customer care.

#### **Assignment**

This Unit is to draw on the knowledge, understanding and skills developed in the other three Units. Learners will undertake practical administration and complex IT-based tasks to organise and support a business.

#### **Assessment**

Nat 4 - End of Unit Assessments and Added Value Unit

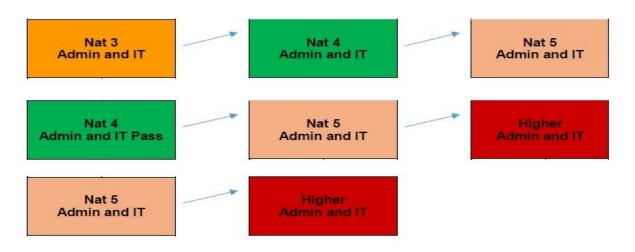
Nat 5 – Assignment (60%) and Question Paper (40%)

Higher – Assignment (70%) and Question Paper (30%)

#### **Careers**

Many pupils study Business Management seek careers in; Event Management, IT Support, Travel, Banking, Health & Safety, Communications and Customer Care.

#### Administration & IT Learner Pathways



# **Business and Business Management**



This course aims to highlight the ways in which organisations operate and the steps they take to achieve their strategic goals in the dynamic, changing, competitive and economic environment of industry and commerce. Understanding the economic and financial environment in which business operates will help learners to contribute responsibly to society creating wealth, prosperity, jobs and choices through effective businesses and business managers.

#### National 4

#### **Course Content**

## This course has 2 units: **Business in Action**

This unit of work will have you investigating how small businesses work, satisfying customer need and, investigating the different departments and skills of these that make the whole business work.

#### Influences on Business

Looking at the people involved in the business and their interest and influences, internal and external pressures that the business must adapt to.

#### **Added Value Unit**

In this Unit pupils will draw on the knowledge, understanding and skills developed in the units above. You will research and communicate findings on a business-related and use your research findings to prepare and communicate a simple business proposal for an aspect of a small business.

#### National 5

#### There are 3 units of work:

#### **Understanding Business**

The general aim of this Unit is to enhance learners' understanding of the features and characteristics of large business organisations including those that operate globally. Learners will explore in depth issues relating to the internal and external environment in which larger organisations operate and the effect this can have on decision making and profitability.

Learners who complete this Unit will be able to:

- Give an account of the key objectives and activities of business organisations
- Apply knowledge and understanding of factors that impact on the activities of business organisations

#### **Management of Marketing and Operations**

The general aim of this Unit is to develop learners' understanding of the management of marketing and operations for businesses. Learners will develop the skills, knowledge and understanding required to make decisions about how to manage these activities effectively.

Learners who complete this Unit will be able to:

 Apply knowledge and understanding of how the marketing function contributes to the success of organisations  Apply knowledge and understanding of how the operations function contributes to the success of organisations

#### **Management of People and Finance**

The general aim of this Unit is to develop learners' understanding of the management of people and finance for businesses. Learners will develop the skills, knowledge and understanding required to make decisions about how to manage these resources effectively.

Learners who complete this Unit will be able to:

- Apply knowledge and understanding of how the management of people contributes to the success of an organisations
- Apply knowledge and understanding of how the management of finance contributes to the success of an organisations

Higher

#### There are 3 units of work:

**Understanding Business Management of Marketing and Operations Management of People and Finance** 

You will cover work on the above units, as in N5 but in more detail to further develop your knowledge and understanding of the subject.

#### Assessment:

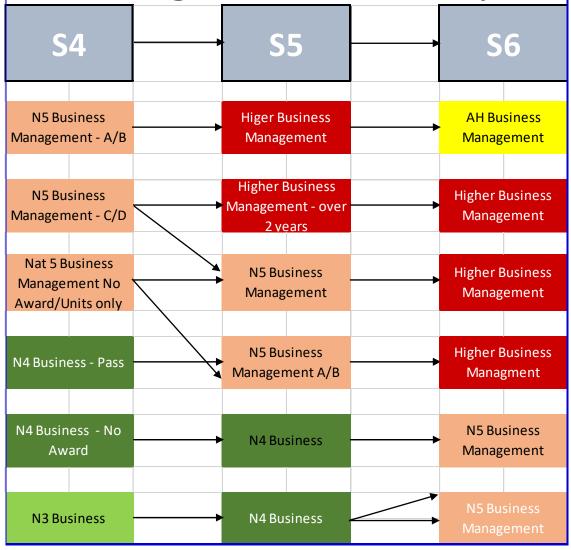
N4/N5 and H – there will be an end of unit test for each unit of work on a pass/fail basis to meet the national standards. There will be at least one piece of formal homework each week. This will all be on the subject Team. You will also carry out business investigations as part of your homework with a focus on primary and secondary research.

N5 – Assignment (30 marks - 25%) Question Paper – (90 marks - 75%)

H – Assignment (30 marks - 25%) Question Paper – (90 marks - 75%)

There will also be assessment blocks to generate a wider range of evidence for assessing results and performance.

# Business and Business Management Pathways



# Computing Science

The tablet you used to watch a YouTube video, the

laptop that you finished your English essay with, the microchip in a virtual reality headset..... all these devices and the software that comes with them were created and programmed by people who have Computing Science skills and knowledge.



Computer scientists play key roles in developing new advancements across several workplace industries ranging from science, communications, entertainment, sport, business and industry.

National	What will I do?
Qualification	
Level	
3	<b>Building Digital Solutions</b> – Computing Systems; Software Development using KODU to design and program your own computer games.
	Information Solutions – Internet Security and Safety; Web Design using WebPlus; Database Design
	Software Design and Development
4	This unit will enable learners to use a programming language to design, create and test a variety of programs using Python software.
	Information System Design and Development
	This unit will enable learners to design and create a variety of information
	systems including databases, networks and web sites. It will also involve
	studying the computer hardware and software which are needed to make
	information systems safe, secure and easy to use  Software Design and Development
5	This unit will enable learners to use a programming language to analyse, design, implement, test and evaluate a variety of programs using Python Software using a range of complex features.
	Database Design and Development
	This unit will enable learners to develop further knowledge, understanding and practical skills in Databases Design and Development through a range of practical skills and investigative tasks using a range of development tools, such as SQL.
	Web Design and Development
	This unit will enable learners to develop further knowledge, understanding and practical skills in Web Design and development through a range of practical and investigative tasks using a range of development tools such as HTML, CSS and Javascript.

#### **Computer Systems**

This unit will enable learners to develop understanding of Computer systems and gain an awareness of the environmental impact of the energy use of computing systems and security precautions that can be taken to protect computer systems.

#### Higher

#### **Software Design and Development**

This unit will enable learners to use a programming language to analyse, design, implement, test and evaluate a variety of modular programs using Python Software using a range of constructs to create efficient programs and solve advanced problems.

#### **Database Design and Development**

This unit will enable learners to develop further knowledge, understanding and advanced practical problem solving skills in Databases Design and Development through a range of practical skills, using a minimum of three linked tables and implemented in SQL.

#### **Web Design and Development**

This unit will enable learners to develop further knowledge, understanding and advanced practical problem-solving skills in Web Design and development. Using a range of practical and investigative tasks. Pupils will apply skills to analyse, design, implement, test, and evaluate practical solutions to web-based problems, using a range of development tools including HTML, CSs and JavaScript.

#### **Computer Systems**

This unit will enable learners to develop their understanding systems and factors affecting system performance. They gain an awareness of the environmental impact of intelligent systems, as well as the security risks, precautions and laws that can protect computer systems.

#### Advanced Higher

The Advanced Higher Computing Science Course builds on the knowledge, understanding and practical skills developed by learners in the Higher Computing Science Course. Learners gain advanced programming, development and research skills.

The 4 units you will study are:

- Database Design and Development
- Web Design and Development
- Computer Systems
- Software Design and Development

#### Why Study Computing Science:

#### Computing is part of everything we do!

Computing is part of just about everything in our lives, from the cars we drive, to the movies we watch, to the ways businesses and governments deal with us. Understanding computers is part of the necessary skill set in the 21<sup>st</sup> century.

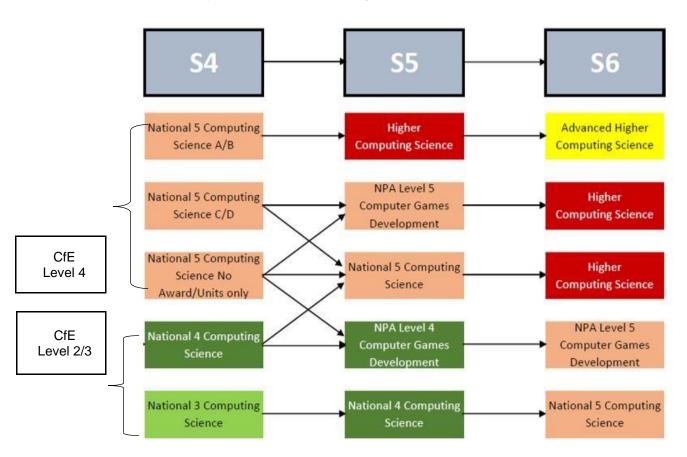
#### Problem solving and logical skills

Computing is a subject that offers rewarding and challenging possibilities for a wide range of people regardless of their range of interests. Computing requires and develops capabilities in solving problems.

#### Computing offers great opportunities

Every industry uses computers so naturally computer scientists can work in any. Problems in science, engineering, health care, and so many other areas can be solved by computers. It's up to the computer scientist to figure out how, and design the software to apply the solution.

#### **Learner Pathways in Computing Science:**



# Computer Game

**Development** 



Grand Theft Auto, Lemmings, Crackdown,
Minecraft. Dundee has a long and growing
relationship with computer games and their
development. In this course you will gain the
opportunity to learn in depth about one of the
largest growing entertainment industries in the
world, teaching skills that will allow you to progress
in a very exciting field

National Qualification Level	What will I do?
4	Design- Design unit will teach you to analyse existing computer games identifying and analysing target audience, genre, narrative, character and environment design as well as looking at the system that runs your favourite games.  Media Assets Using specialist software, you will learn basic skills used to produce a range of media assets for a game of your own design. You will also learn about the legal implications
	of copyright and intellectual property.  Development  Using Scratch you will produce a game of entirely your own design, learning about the process of development in a real world setting.
5	Design- Design unit will teach you to analyse existing computer games identifying and analysing target audience, genre, narrative, character and environment design as well as looking at the system that runs your favourite games. You will also learn more about the jobs in game development and the requirements of each job.
	Media Assets Using specialist software, you will learn advanced skills to produce a range of media assets for a game of your own design. You will also learn about the legal implications of copyright and intellectual property.
	Development Using GameMaker you will learn the required skills to program a multi-level game of entirely your own design, learning about the process of development in a real world setting.

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#### Design

At this level the course will build on previous knowledge and provide you a more in depth understanding of the components that are present in a truly great video game. You will be able to review existing games objectively, create detailed proposals and plan the production of your own computer game.

#### **Media Assets**

You will learn the legal issues of copyright and intellectual property. You will learn how to produce a range of types of media using advanced skills and specialist software, being able to produce a range of media including image, animations and music.

#### **Development**

Making use of game maker you will gain a range of skills that allow you to plan then create a game that has been programmed with advanced features. You will be able to test and evaluate your game and begin producing a portfolio of advanced games.

#### **Why Study Computing Game Development:**

#### It's one of the largest growing industries

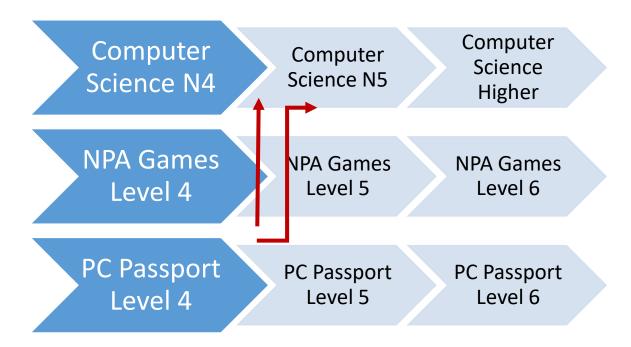
Worldwide Computer Game Development is one of the largest growing industries that appears to grow continually at present. Dundee has a very strong relationship with this lucrative creative industry, with many options for progression and further development.

#### Problem solving, computational thinking and logical skills

Computer Game Development is a subject that offers rewarding and challenging possibilities for a wide range of people regardless of their range of interests. Advancing complexity of modern games requires and develops capabilities in solving problems for all students.

#### Turn your passion into a profession

#### **Learner Pathways in Computing Science:**



# **NPA** Digital Media



The use and creation of digital media is increasing exponential as digitisation sweeps across the globe. Digital media skills are required from everyone but there is a growing demand for specialist who are able to produce a range of media for a number of projects within the creative industries.

Those who learn digital media skills can move on to creative industries of animation, audio production and digital photography.

National	What will I do?
Qualification	
Level	
4	Audio In this unit you will learn a range of skills in digital audio production, such as podcasts sound effects and audio editing using a range of software and equipment.
	Moving Images You will learn how to plan, edit and combine moving pictures in the form of animation and video using recording devices and editing software.
	Still Images You will learn about and gain experience of taking and editing still image and compiling a portfolio of still images.

	Audio You will make use of recording software and equipment to produce a number of sound effects & audio files, then learn how to edit and combine these tracks.
5	Moving Images You will learn the techniques involved in taking videos and editing moving image material and combining these into a single digital product.
	Still Images You will learn about and gain experience of taking and editing still image and compiling a portfolio of still images. At level 5 you will also learn about detailed planning and presentation of portfolios.
6	Audio You will learn advanced techniques involved in acquiring and editing pieces of digital audio in the form of music, podcasts and sound effects and how to combine these into a single digital product
	Moving Images The moving image unit at level 6 will teach you how to analyse briefs and requests from clients, providing you with the skills to plan, produce and edit animations to provide powerful narratives using advanced techniques.
	Still Images Building on content covered in Level 5 you will use advanced techniques involved in acquiring and editing standard still image materials and compiling these into a single digital product while building strong presentation and planning skills.

#### Why Study Digital Media:

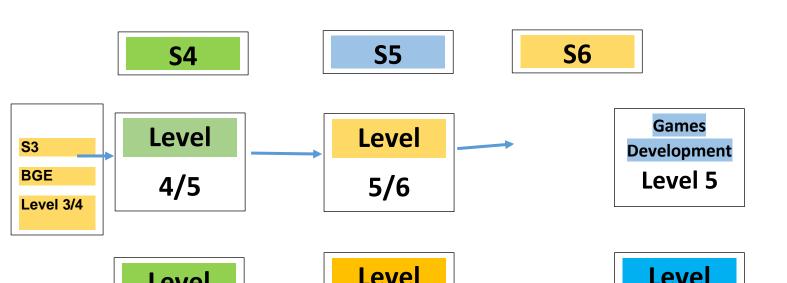
#### **Advance your Skills**

By studying Digital Media, not only will you develop your creative skills, but you'll advance your technical ability with the industry standard software.

#### **Develop your Brand**

This course not only teaches you the skills you will require to be able to produce one off items but you'll use a combination of creative design, computing programmes and branding to develop digital applications across a range of communication platforms. While studying this course you will develop a digital portfolio that will allow you to make strong progression into the creative industries.

#### **Learner Pathways in Digital Media:**



# Chemistry

Everyone is a Chemist. When we breathe in and out, light a match or fry an egg, we are carrying out chemical reactions.

We depend on chemicals for our daily lives – our bodies need chemicals to help us grow; we rely on metals and oil for transportation and manufacturing; we need a good understanding of chemicals to create medicines to diagnose and cure disease, and there is a reliance on chemical fertilisers to feed a growing global population.

National Qualification Level	What will I do?
1, 2 & 3	Further develop the knowledge and skills acquired in S1/S2 Science whilst engaging in practical activities that answer questions about the world around you.
4	Learn how to solve crimes using forensic techniques, what atoms look like and why they are so important, how to make your own plastics and batteries, and why radioactive chemicals can be both useful and dangerous.
	Units: Chemical Changes and Structure
	Nature's Chemistry Chemistry in Society

5	In addition to level 4 work (above), you will learn how to write chemical formulae, find alternatives to fossil fuels, investigate which alcohol burns to produce the most heat energy, learn how to create perfumes and food flavourings, and explore novel materials.
	Units:
	Chemical Changes and Structure
	Nature's Chemistry
	Chemistry in Society
Higher	Learn how fats and oils are used to produce soaps, how sunscreen prevents UV damage, how chefs use chemistry knowledge when cooking, what antioxidants do, how essential oils are extracted from plants, and investigate the vitamin C content of food and drinks.
	Units: Chemical Changes and Structure Nature's Chemistry Chemistry in Society
	Researching Chemistry
Advanced Higher	Learn about atomic orbitals, chemical equilibrium, polyatomic ions, stereochemistry, kinetics, aromatic hydrocarbons, and ethers. Research, plan and carry out your own project and write up a report of your findings.
	Units:
	Inorganic and Physical Chemistry
	Organic Chemistry and Instrumental Analysis
	Researching Chemistry

#### Why study Chemistry?

In Chemistry you will learn how approximately 100 elements can be used to create all of the materials we need for our planet.

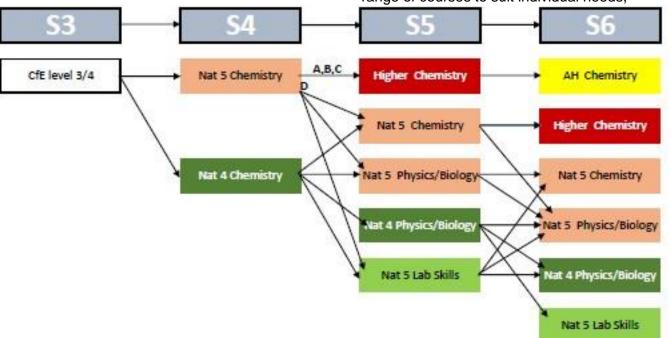
You will develop some of the most important skills for life in the Chemistry department – problem solving; collecting, organising and interpreting scientific data; using equipment and technology to investigate the world around you; become aware of ethical, moral and environmental issues; communicating research findings; as well as improving your literacy, numeracy and health and wellbeing.

Career options: oil/chemical/pharmaceutical industries, medicine/nursing/dentistry/veterinary medicine, environmental protection, research with university/government, teaching, patent industry, journalism, forensic science.

#### **Learner Pathways in Chemistry:**

# Design and Technology

Design and Technology is a highly creative subject. In the department pupils use new technology such as 3D printing, laser cutting and computer aided design alongside more traditional hand skills to produce a range of creative projects. The department offers a wide range of courses to suit individual needs,





interests and career paths.

The department also runs one of the country's most successful Young Engineers Club, winning a number of national competitions. Projects pupils can become involved in are building and racing electric cars, competition robots, submarines and racing drones. The majority of our race team in recent years have been girls.

National Qualification Level	What will I do?
2 & 3	<b>Practical Craft Skills:</b> Develops skills in reading and interpreting drawings and diagrams, and in identifying, selecting and using a range of workshop tools, equipment and materials. Learners develop basic skills in measuring and marking out of materials, and in cutting, shaping, fixing and joining materials.
4 & 5	<b>Practical Woodworking/Metalworking</b> : Pupils follow plans to produce a range of practical projects developing their bench, machining and finishing skills. Pupils are expected to keep a log of tools and equipment used in the production of their projects. These are practical courses where pupils spend 80% of their time in the workshop.
4,5, Higher & Advanced Higher	<b>Design and Manufacture</b> : Pupils will produce a range of projects that will develop their skills in design and graphic presentation techniques, practical skills in the production of models and products, evaluation and research and a knowledge and understanding of manufacturing processes and materials. Pupil time is spent between the workshops, classroom and computer suite in order to develop their skills.
4,5, Higher & Advanced Higher	<b>Graphical Communication</b> : Pupils will produce a range of projects that will develop their skills in 2D and 3D sketching and drawing, 3D modelling using <b>Computer A</b> ided <b>D</b> esign and <b>M</b> anufacture, desktop publishing and illustration techniques. Pupil time is spent mainly in the computer suite learning how to use and apply a range of industry standard software.

#### Why study Design and Technology?

Every product we use, from your games console to the chair you sit on, has been designed and manufactured to look and work in a certain way.

By studying design and technology, you will develop your creativity, practical, digital, <u>problem solving</u>, planning, and evaluation skills.

#### **Employment**

Where would we be without the engineers, architects and designers?

Who would repair your car, build your house, and fix your plumbing?

What about the Creative Industries? Film and Games development. There is a real need in emerging industries for Creative people with digital and STEM skills

The Department for Energy and Climate Change estimates that the renewable energy sector alone could create 500,000 new jobs by 2020.

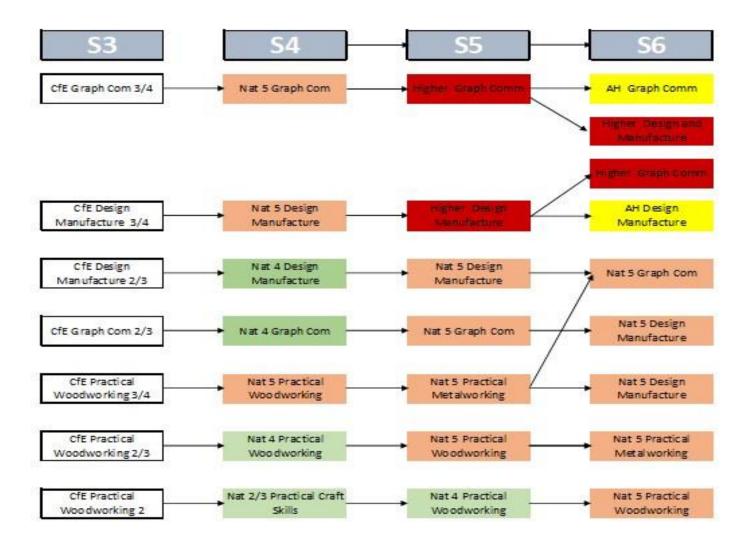
98% of the Engineering and 92% of the Technology graduates were in work.

According to recent figures from the Royal Academy of Engineering, there is a shortfall of 1.8million engineers across the UK

Designers, particularly digital designers, are in high demand, with over 21,000 vacancies advertised last month. Average salaries are high at around £39,424, but can be far higher for senior staff.

Currently the majority of students studying to teach Design and Technology are women.

#### Learner Pathways in Design and Technology



# Drama



Drama provides opportunities for learners to develop

creativity and confidence through practical exploration and academic study. All Drama courses allow learners to develop practical and theoretical skills, focussing on developing performance, production and evaluative skills.

Drama is a dynamic, practical subject, using diverse skills and resources. The Drama department encourages learners to develop resilience, commitment and self- discipline which enables them to be successful learners.

# National Qualification Level

#### What will I do?

#### **National 4 Course Outline**

Drama is a practical, hands-on subject that develops creativity, imagination, and your artistic skills.

You will learn how the use of voice, language and movement can develop your ideas for drama. You will learn the skills and techniques involved in planning, producing and presenting drama.

You will also discover how actors and writers work, and how the environment and culture affect their work.

The course has two compulsory units plus an added value unit that assesses your practical skills: Drama Skills

Production Skills

#### Assessment

Your work will be assessed by your teacher on an ongoing basis throughout the course in accordance with SQA regulations.

#### **National 5 Course Outline**

Drama is a practical, hands-on subject that develops creativity, imagination, and your artistic skills. You will learn how the use of voice, language and movement can develop your ideas for drama. You will learn the skills and techniques involved in planning, producing and presenting drama. You will also discover how actors and writers work, and how the environment and culture affect their work. The course has two compulsory units plus an added value unit that assesses your practical skills: Drama Skills

**Production Skills** 

#### Assessment

60% - practical performance 40% - written exam

Your work will be assessed by your teacher on an ongoing basis throughout the course in accordance with SQA regulations. You will also sit a written exam marked by the SQA. You must explore all the course units including the practical assessment plus the written exam to be awarded the course qualification. The course assessment is graded A-D. Your grade will depend on the total mark for each component of the National 5 course.

Good attendance is essential in order to succeed in this course. Theatre trips to view professional productions are an enjoyable part of the National 5 course.

#### **Higher Course Outline**

#### Higher

The course consists of **two** compulsory units and the course assessment unit. Drama Skills/ Production Skills

#### Assessment

The course assessment has two components:

• A question paper – Textual analysis / Production analysis. (40 marks) • 2 performances using script. (60 marks).

The question paper will assess your breadth of knowledge, understanding and skills accumulated across the course. The question paper will be set and marked by SQA.

Performance will involve creating and presenting improvised and scripted drama. The question paper will require demonstration of a depth of knowledge and understanding from the course.

Theatre trips to view professional productions are an essential part of the Higher course. Good attendance is essential in order to succeed in this course.

## NPA Professional Theatre Preparation SCQF 6 Overview

#### NPA

Students will combine units in 'Acting Skills' and 'Preparation for Audition' in order to complete a National Progression Award in Professional Theatre Preparation.

Pupils will develop knowledge and understanding in the Performing Arts and broaden their practical experience through a range of practical activities and written evaluations. Units focus on practical music and drama skills and require commitment, good attendance and an ability to take responsibility for independent research/study.

#### **Entrance Requirement**

- Drama National 5 pass at A/B or Higher level Drama pass.
- Enthusiasm for drama, theatre and performing.

Regular attendance is also essential in order to participate and succeed in this course.

#### **Course Content**

#### In Class

- Investigation into the professional theatre and acting techniques.
- (eg. Stanislavski/emotional recall technique.)
- Pupils will develop specific skills relating to theatrical performance.
- They may also be given opportunities to work with current theatre practitioners.
- Research and evaluation of ongoing practical work.
- Within the course time pupils may also be offered the opportunity to prepare for and sit a London Academy of Music and Drama graded exam in acting which has the benefit of UCAS points.

#### At Home

- Research
- · Learning lines
- Development of a personal folio and preparation for audition.

#### **Assessment**

- · Internally assessed.
- · Practical Performance/Written unit assessments (essays).
- There is no external exam. (Pass / Fail).

#### **Progression**

- HNC or Degree level courses in Drama/Performance Professional Theatre.
- This is an ideal course for those who wish to pursue a career in performance.



#### Why study Drama?

Drama builds confidence and develops communication skills. It allows pupils to explore issues and relationships within creative contexts and develop self-awareness.

Drama provides opportunities to work collaboratively, using creativity to develop important skills such as problem solving, critical thinking and leadership. These transferable, social skills are invaluable when applying for university places, in interviews and in any workplace.

Pupils who opt for Drama also enjoy opportunities to develop technical skills, such as lighting and set design. With the Creative Industries now worth £84.1 billion per year to the UK economy, drama prepares learners for a wide range of careers. Where ever your future lies, Drama helps you perform better in life.

'Logic will get you from A to B. Imagination will take you everywhere.' Albert Einstein

# S4 S5 S6 National 5 Drama Higher Drama NPA Level 6 National 5 Drama

# **English**



The English Department at Braeview Academy has exceptionally high expectations of pupils, inkeeping with the importance of the subject and the ethos of the school. We believe in enabling our pupils to become precise, confident and creative in their use of the English language. Equally, we seek to foster and promote a love of literature as well as empowering our pupils by providing them with the skills required to deconstruct a wide range of texts. Pupils will be introduced to a variety of texts, covering a range of genres, which they will find both interesting and challenging.

National Qualification Level	What will I do?
N3 and N4	Pupils will develop their skills for learning, life and work through applying these skills to analyse and evaluate texts. Internal Assessment is in four areas: Reading, Writing, Talking and Listening.
N5	Pupils will improve their skills for learning, life and work through applying these skills to analyse and evaluate a variety of texts. Ongoing assessment is in four areas: Reading, Writing, Talking and Listening. Pupils will be externally assessed through an exam which consists of three parts: Reading for Understanding, Analysis and Evaluation; Critical Essay; and Textual Analysis of a Scottish Set Text. Furthermore, pupils must complete an externally assessed portfolio consisting of one creative and one discursive piece of writing.
Higher	Pupils will refine their skills for learning, life and work through applying these skills to analyse and evaluate a variety of texts. Formal internal assessment is in four areas: Reading, Writing, Talking and Listening. Pupils will be externally assessed through an exam which consists of three parts: Reading for Understanding, Analysis and Evaluation; Critical essay; and Textual Analysis of a Scottish Set Text. Furthermore, pupils must complete an externally assessed portfolio consisting of one creative and one discursive piece of writing.
Advanced Higher	Pupils will augment their skills in analysis and evaluation at an elevated level. Assessment for the course is in four areas: a literary study exam, consisting of a critical essay on a text studied in class; a textual analysis exam, requiring candidates to analyse an unseen text at length; an externally assessed dissertation; and a portfolio of writing.

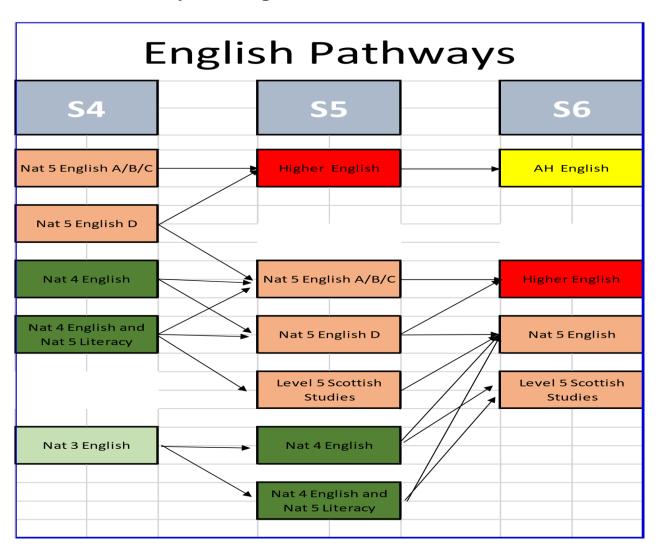
#### **Scottish Studies**

SCQF Level 4 -6	Pupils will refine their skills for learning, life and work through applying these skills to analyse and evaluate texts. Internal assessment is in four units: Scots Language (History and Development); Scots Language (Understanding and Communication); Scotland in Focus; and Analysis and Evaluation with a Scottish Context.
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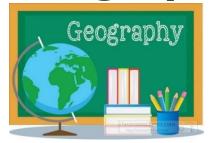
#### Why Study English?

English and Literacy are fundamental to all areas of learning; the skills gained here will allow pupils to access the wider curriculum and improve opportunities in all aspects of life. All pupils will explore the inherent skills in Reading, Writing, Listening and Talking in courses that are inclusive, interactive and engaging. Through careful planning, our aim is to ensure our pupils are: confident individuals; effective contributors; successful learners; and responsible learners.

#### **Learner Pathways in English:**



## Geography



Geography is everywhere! Wherever you turn these days, a

geographical issue is in the news: climate change, disease, traffic congestion, pollution, earthquakes and hurricanes. Geography will help you to understand how people interact with their environment.

These courses will equip you with a wide range of geographical skills and knowledge while increasing your awareness of other environments and societies. It will help you to recognise that we all need to depend on each other and on the environment, if we are to create a sustainable future for our planet.

### Level

### What will I do?

### N3/4/5 Geography

### N.3, 4 & 5: The physical environment unit -

Pupils will develop geographical skills and techniques with a specific focus on the development of map skills. Learners develop a knowledge and understanding of glaciated and coastal landscapes types, land use conflicts and weather in the United Kingdom.

### N.3, 4 & 5: The human environment unit -

Pupils will develop a knowledge and understanding of development indicators, population, rural and urban environments in the context of developed and developing countries.

### N.3, 4 & 5: Global issues unit -

Pupils will develop a knowledge and understanding of climate change and health in the context of, developed and developing countries

### National 4 & 5 Added Value Unit/Assignment -

Pupils take part in a fieldwork activity to gather data on Dundee's city centre which is processed into graphs and labelled maps. They then write a report explaining the methods used, what their graphs show and make conclusions from their findings. At National 4 this is internally assessed. At National then do an additional one hour write up, under exam conditions, which is externally by the SQA.

### Higher Geography

<u>The physical environment unit</u> - Learners will develop and apply geographical skills and knowledge and understanding of physical environments. Pupils shall gain knowledge of the atmosphere, hydrosphere, lithosphere and biosphere.

<u>The human environment unit</u> - Learners will develop a knowledge and understanding of population, rural environments and urban environments in the context of developed and developing countries.

<u>Global issues unit</u> - Learners will develop a knowledge and understanding development and health and climate change.

<u>Assignment</u> - Pupils will take part in a fieldwork activity to gather data which will be processed into graphical information. They will then write a report, under exam conditions, explaining the methods used, what their graphs show and make conclusions from their findings. This is worth 30% of their overall mark at Higher. This will be assessed externally by the SQA.

### Advanced Higher Geography

The Advanced Higher Geography course builds on the knowledge and understanding skills developed by learners in the Higher Geography course. The units studied are:

- Geographical methods and techniques
- Map interpretation
- Gathering and processing techniques
- Data handling
- Geographical study undertaking an independent research project using primary and secondary sources, gathering and processing data and reporting on final findings.
- Geographical issue a critical evaluation of a current complex geographical issue

N4/5 Skills for Work Travel & Tourism This course is **internally assessed with no exam** at National 4 and 5.

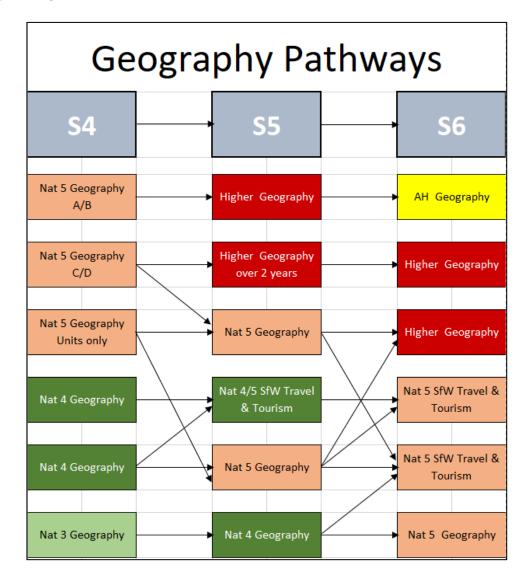
<u>Employability unit</u> - Pupils will investigate different careers within the travel and tourism industry, evaluate employability skills and attitudes during a work-related activity and evaluate their own potential for employment for a chosen job role in the travel and tourism industry.

<u>Customer service unit</u> - Pupils will develop skills in dealing with customer needs, promoting a range of products, and dealing with customer issues in a travel and tourism environment.

<u>Scotland unit</u> - Pupils shall investigate travel and tourism in Scotland. To do this they shall research three destinations within Scotland. Learners will investigate the current trends in the Scottish travel and tourism and the positive and negative impacts these bring. Pupils shall also create an itinerary for a customer visiting Scotland, recommending travel, accommodation, attractions and amenities.

<u>UK & Worldwide unit</u> - Pupils will carry out an investigation of travel and tourism in the UK and the rest of the world. Pupils will gather detailed information on a UK, a European and a long-haul destination. They will look at current global trends in travel and tourism and the impacts these have on the destination country. Pupils shall also create an itinerary for a customer visiting a long-haul destination, recommending travel, accommodation, attractions and amenities.

**Why study Geography:** Geography offers great opportunities. Many students in Geography seek careers in: Cartography, Environmental Consulting, Teaching, Town Planning, Geographical Information Systems, Planning and Development Surveyor, International Aid/Development, Market Researcher, Nature Conservation, Sustainability, Climatologist and Emergency Management.



## Health and wellbeing

All S4 and S5 pupils will have the opportunity to gain qualifications in Mental Health and Wellbeing through two awards which are delivered as part of the PSE programme.

National Qualification Level	What will I do?
Level 4 Mental health and wellbeing award	This award provides learners with the opportunities to develop skills and knowledge surrounding a wide range of mental health issues. The 3 units encourage the learner to explore and understand issues around mental health and to develop positive coping strategies to address these issues. It allows young people the opportunity to develop skills for learning, life and work which enhance opportunities for employment. The level 4 Mental Health and Well Being Award is worth 18 SCQF points.
Level 5 Mental health and wellbeing award	This builds upon the skills developed through the level 4 course and is an ideal qualification for anyone looking to follow a career in the health care sector.

## **History**





History defines us. It explains who we are and where we came from. Most importantly, it helps us to explain the world around us and equips us with the tools we need to face the future. Events from the past can offer solutions to current problems. We can learn from the mistakes as well as the triumphs of the past. As American President, Theodore Roosevelt, once said - "The more you know about the past, the better prepared you are for the future".

Do not be fooled into thinking History is just about dates, facts and statistics. You will find out that History is just as much about interpreting events, creating arguments and justifying opinions. All valuable life-skills.

Most of all, History can be fascinating. The subject of History is huge. From the history of conflict, politics, and warfare, to the history of sport, music and cinema, there truly is something for everyone!

### **National** What will I do? **Qualification** Level In N3/4/5 History we study 3 units. One **Scottish**, one **British** and one **World**. In the **Scottish History** unit we study *Migration and Empire*. This course looks at the reasons behind the movement of people into and out of Scotland and their experiences at home and abroad. You will discover the huge impact that Scots have had on the world in the 19th and 20th Centuries. In the British History unit we study Atlantic Slave Trade. This course looks at a rather unpleasant part of Britain's past. We learn about Britain's part in the N 3/4/5 triangular slave trade, the journey of a slave from Africa to the Caribbean and the experiences of slaves on the plantations. We also learn about the brave men **History** and women that successfully fought to end this horrific institution. In World History we finish with a study of the reasons behind the events of the Russian Revolution. This single event defined not only the course of the 20th century, but also the world as we know it today. As part of the N3/4/5 course, you will also complete a research assignment on a topic of your choice. N.B. Students in S5/6 studying National 5 History will cover the same topics detailed for Higher below.

### Higher History

In Higher History we study 3 units. One **Scottish**, one **British** and one **World**.

In the **Scottish History** unit we study *The Impact of the Great War: 1914-1928.* This course looks at the experience of Scottish Soldiers on the Western Front before moving on to the impact of the war on the homefront. We will also look in depth at the reasons why women gained the vote in 1918 by looking at the Suffragette movement, women's work during the war, and much more.

In the **British History** unit we study *Britain: 1851-1951*. This course looks at a poverty in Britain in the early 20<sup>th</sup> century and the various reforms created by the Government that helped to create the Welfare State. This is very useful in understanding the Britain we live in today.

In **World History** we finish with a study the *The USA: 1918-1968.* This course covers a huge part of US History, beginning with the experience of immigrants and minorities in the USA. The main part of this unit focusses on the obstacles

	facing black Americans before WW2 and the post-war civil rights movement that eventually led to equal rights in the 1960s. We will largely study this topic through the texts, film and music of this fascinating era.  As part of the <b>Higher</b> course, you will also complete a research assignment on a topic of your choice.
Advanced Higher History	We study the collapse of the Tsar's control over <i>Russia</i> in 1917, examining Russia's development into the Communist state of the USSR and analyse the impact of Stalin's dictatorship on the people of the USSR and the Second World War.  A 4000-word dissertation is written on a topic of your choice and sent to the SQA for marking. You will also prepare for an SQA exam at the end of the session which will include, source handling questions and essays.

### Why study History?

In History you will develop a wide range of skills. Almost all of the skills used in History are transferable and sought after in other subjects, higher education and a variety of careers.

**Literacy** - Studying History develops very strong *literacy skills*. You will see your ability to read complex texts, *communicate* your ideas both in *writing* and *verbally* improve significantly. You will also become more *confident* in expressing a balanced and fully justified *opinion*.

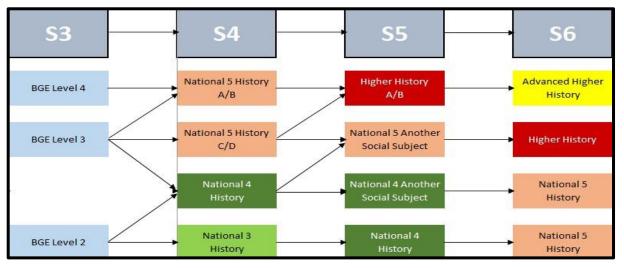
**Independence** - You will develop the skills necessary to conduct wide-ranging *research*, giving you the *confidence* in your ability to *direct your own studies*.

**Careers** - Most employers recognise the value of History for a wide range of careers including law, teaching, the media including journalism, TV and film production, research, archaeology, conservation, management and administration, civil and foreign services, the military, tourism, museum curation, and much more.

**Preparation for life** - Learning about a range of social, economic and political issues in the past will enable you to make more informed decisions about society today. You will learn to think and question more.

**It is interesting!** – There is something in History for everyone.

### **Learner Pathways in History**





The vision of the Home Economics department is for all pupils to enjoy the subject and gain knowledge, skills and competence that will help individuals in a rapidly changing social and economic environment. This is reflected in the subjects we offer to pupils.

	ational ation Level What will I do?
N2	Food, Health and Wellbeing This course enables learners to prepare healthy basic dishes, make informed food and lifestyle choices and learn about safe and hygienic food handling practices. It also develops practical skills to support independent living in the home.
N3	Practical Cookery This course develops skills in food preparation and cookery. Pupils are required to: select and use ingredients to produce and garnish dishes; acquire understanding of ingredients and their uses; learn about healthy eating relating to the use of ingredients; and work safely and hygienically.
N4	Practical Cookery The content of this course is similar to National 3 but with the addition of a practical activity which requires pupils to prepare, cook and present a two-course meal within a given timescale. It requires pupils to demonstrate their ability to follow safe and hygienic practices throughout.
N5	Practical Cookery  This course requires pupils to: proficiently use a range of cookery skills, food preparation techniques and cookery processes when following recipes; develop an understanding of the characteristics of ingredients and an awareness of their sustainability; develop an understanding of current dietary advice relating to the use of ingredients; and plan and produce meals and present them appropriately.

National Qualification L	
N4	Health and Food Technology This course is to allows learners to develop practical and technological skills and knowledge and understanding to make informed food and consumer choices.
N5	Health and Food Technology The content of this course is similar to National 4 but has an additional written exam and an assignment. This requires pupils to demonstrate their ability to answer exam questions using their skills and knowledge they have gained throughout the year.
Higher	Health and Food Technology Candidates develop and apply their knowledge and skills of research, analysis and evaluation in order to make informed food and dietary choices. They develop their understanding of the properties of food in relation to food production, processing and the development of food products. An experiential, practical and problem-solving learning approach is used which promotes independence in learning. It uses real-life situations, and where appropriate, takes account of local, cultural, and media influences and technological innovations.

	lational ation Level What will I do?
4	Skills for Work: Early Learning and Childcare - This course provides an introduction to the care, learning and development of children aged 0–12 years. It offers pupils an insight into early education and childcare as their possible career path, and for others it provides knowledge and experiences in the areas of child development, play and working in the early education and childcare sector which are transferable to career pathways, particularly those which involve working with children and other care settings.
5	Skills for Work: Early Learning and Childcare - This course provides a route for pupils who wish to progress on to further study in Early Education and Childcare. Pupils develop knowledge & skills and an understanding about the positive attitudes that will allow them to progress onto care related courses, e.g. social care or into employment out with the early education and childcare sector. The course is concerned with the holistic study of the child, including the domestic setting and all environments whose practice is guided by legislation, policy and professional ethics.
6	<b>Social Services (Children and Young People)</b> assists with the underpinning knowledge of the SVQ 2 Social Services: Children and Young People mandatory units. The SVQ 2 is the benchmark qualification for registration with <a href="Scottish Social Services Council (SSSC)">Scottish Social Services Council (SSSC)</a> as a support worker. The subjects are Development; Wellbeing; Communication: play and Safeguarding.

	National cation Level What will I do?
3	<b>Fashion and Textile Technology -</b> This Course will provide an opportunity for learners to develop their ideas and follow plans to make basic fashion/textile items. Particular emphasis is placed on the development of practical skills and textile construction techniques to produce basic fashion/textile items to an appropriate standard of quality. It will also help learners develop knowledge of textile properties, characteristics and technologies, item development, fashion/textile trends and factors that affect fashion choice.
4	<b>Fashion and Textile Technology -</b> The National 4 Fashion and Textile Technology Course builds on both the health and wellbeing and technologies principles and practice papers. The Course uses fashion and textile contexts for developing related technological skills, knowledge, understanding and attributes through practical and work-related activities.

### Why study Practical Cookery?

Practical cookery makes an important contribution to general education through developing a range of essential skills which stand pupils in good stead for their future. Their contribution to vocational education is significant because it is a springboard for a range of careers in the hospitality industry, particularly relevant to the Dundee economy.

### Why study Health and Food Technology?

The knowledge and skills developed in the course prepare learners for decisions required in learning, life and work. Learners undertaking the course will focus on health, food and consumer issues and develop practical skills that are transferable to a range of contexts, including employment. Successful pupils find this qualification useful for a wide range of careers in the health, food and education sectors.

### Why study Early Education and Childcare and Social Services?

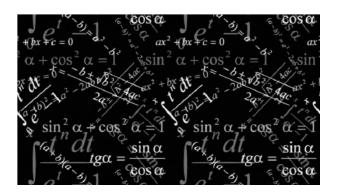
These courses link closely to the industry standards for Children's Care, Learning and Development, and Playwork. The courses provide underpinning knowledge that is required for the Occupational Standards and also experience of the practical skills required to work in this sector. This is an employment sector which is rapidly expanding.

### Why study Fashion and Textile Technology?

The Course allows learners to develop fashion/textile items using a range of fashion and textile contexts and explore fashion/textile trends. The focus on fashion encourages learners to consider their personal preferences and appreciate factors that influence the fashion and textile choice of others.

Home Economics Learner Pathways						
		National 3 Health & Food Technology		National 4 Health & Food Technology		National 5 Health & Food Technology
BGE Level 2	<b>&gt;</b>	National 3 Practical Cookery	<b>&gt;</b>	National 4 Practical Cookery		National 5 Practical Cookery
		National 3 Fashion & Textile Technology		National 4 Fashion & Textile Technology		National 5 Fashion & Textile Technology
		National 4 Health & Food Technology		National 5 Health & Food Technology		Higher Health and Food Technology
BGE Level 3	<b>&gt;</b>	National 4 Practical Cookery	<b>&gt;</b>	National 5 Practical Cookery	<b>&gt;</b>	Courses at Dundee and Angus College
		National 4 Fashion & Textile Technology		National 5 Fashion & Textile Technology		Higher Fashion & Textile Technology
		National 4 Early Education &Childcare		National 5 Early Education &Childcare		Nat'l 6 NPA Children & Young People
		National 5 Health & Food Technology		Higher Health and Food Technology		Advanced Higher Health & Food Technology
BGE Level 4	<b>&gt;</b>	National 5 Practical Cookery	<b>&gt;</b>	Courses at Dundee and Angus College	<b>&gt;</b>	Courses at Dundee and Angus College
		National 5 Fashion & Textile Technology		Higher Fashion & Textile Technology		Courses at Dundee and Angus College
		National 5 SfW Early Education & Childcare		Nat'l 6 NPA Children & Young People		Higher Childcare and Development

## **Mathematics**



Mathematics is important in everyday life, allowing us to make sense of the world around us and to manage our lives.

National Qualification Level	Units of Study:		
3	<ul> <li>National 3 Applications of Maths*</li> <li>□ Numeracy</li> <li>• Manage Money and Data</li> <li>• Shape, Space and Measure</li> </ul>		
4	National 4 Maths*		
	National 4 Applications of Maths*		
5	National 5 Maths		
	National 5 Applications of Maths		
Higher	Higher Maths     Expressions and Functions     Relationships and Calculus     Applications		
Advanced Higher	Advanced Higher Maths*         • Methods in Algebra and Calculus         • Applications in Algebra and Calculus         • Geometry, Proof and Systems of Equations		

\*Learners must pass all of the required Units in National 3, 4 and Advanced Higher to achieve a Course Award.

### Why study Maths?

Learners develop the expertise to select and apply mathematical skills to tackle straightforward real-life problems or situation by interpreting straightforward real-life problems or situations involving mathematics.

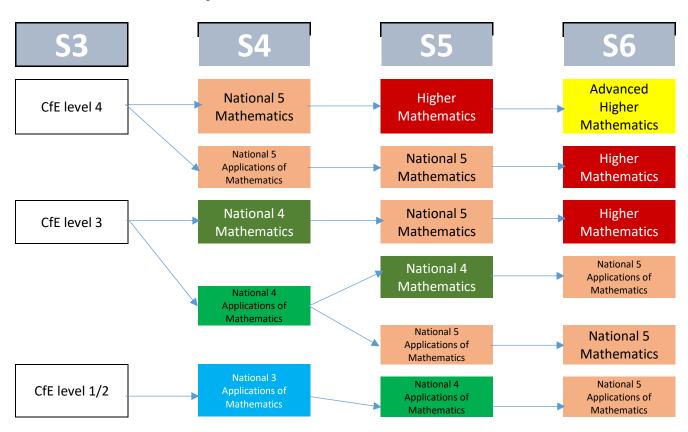
We strive to develop confidence in Maths such that a positive attitude towards the use of mathematics in real-life situations. This encourages learners to interpret, communicate, reason manage information in mathematical form. These skills are vital to scientific and technological research and development.

### What is expected of the learner?

Homework is given out on a regular basis. This is to consolidate and assess the knowledge of recent learning.

Supported study is available for pupils on a weekly basis. The programme is for students who aspire to increase their independence but wish to continue their education in a highly supportive environment.

### **Learner Pathways in Mathematics:**



### **Modern Languages Department**



Learning a Modern Language develops skills beyond those of merely learning vocabulary. It allows learners to develop transferable skills such as problem solving, communication and leadership as well as developing literacy in a different context. Through learning about other cultures and societies, young people are encouraged to understand and embrace diversity.

Learning a language prepares our young people for learning, life and work

NQ Level	What will I do?		
N4	The course offers learners the opportunity to develop straightforward language skills in the meaningful real-life contexts of: Society, Learning, Employability and Culture  There are three-unit assessments on any of the above contexts:  1. Understanding Language (Reading and Listening).  2. Using Language (Talking and Writing).  3. Added Value Assignment (Reading and Talking).  No summative course assessment. Internally assessed.		
N5	The course offers learners the opportunity to develop detailed language skills in the Externally assessed question paper (final S.Q.A. exam).  Learners will be assessed in all four skills: Reading, Writing, Listening and Talking.  The Talking component is internally assessed.		
Н	The course offers learners the opportunity to develop detailed and complex language skills in the meaningful real-life contexts of: <b>Society, Learning, Employability and Culture</b> Externally assessed question paper (final S.Q.A. exam) Paper 1: Reading and Directed Writing. Paper 2: Listening and Writing. Internally assessed and externally verified Talking performance (exam)		
АН	Advanced Higher Modern Languages Courses develop advanced skills of reading, listening, talking and writing, in order to understand and use a modern language. Learners also develop advanced language skills of translation and apply knowledge and understanding of a modern language to a range of contexts. Externally assessed question paper (final S.Q.A. exam) Paper 1: Reading and Translation. Paper 2: Listening and Discursive Writing. Externally assessed Portfolio Externally assessed Talking exam with Visiting Assessor		

### Modern languages skills

Why study a Modern Language?

Studying modern languages enables you to develop other skills such as thinking skills and personal capabilities, as well as enhancing your literacy skills in your Mother Tongue.

### Skills for Work

- Listening actively and sharing opinions
- Leading and participating in discussions and groups
- Working collaboratively, respecting the views and opinions of others

### Being Creative

- Learning from and building on others' experiences
- Valuing other people's ideas to start your own thinking, problem solving

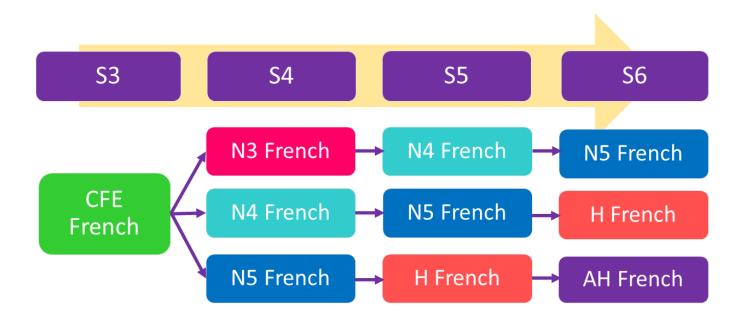
### Thinking, Problem Solving, Decision making

- Examining options
- Weighing up pros and cons and justifying opinions
- Independence self-motivation and time-management

### <u>ICT</u>

- Researching skills
- Creating Powerpoint presentations, posters, podcasts and videos

### Modern Languages Pathways



### **Modern Studies**

Modern Studies helps pupils to understand the important issues in the world today. It helps pupils to reach decisions based on facts.



Modern Studies provides pupils with important skills e.g. when planning, collecting and presenting information. The ability of pupils to interpret a range of different types of information - graphs, tables, etc. – will also improve.

In Modern Studies, pupils will have the opportunity to take part in discussions, research the internet, watch video clips or go on external visits e.g. the Sheriff Court. Outside speakers including MPs, people from voluntary organisations and police officers will also make visits to the school.

National Qualification Level	What will I do?	
N3	Three units: Decision Making for the UK, Crime and Law and World Issues: Development.	
N4	Three units: Decision Making for the UK, Crime and Law and World Issues: Development.	
N5	Three units: Decision Making for the UK, Crime and Law and World Issues: Development. Course assessment is a Question Paper plus an assignment.	
Higher	Three units: Decision Making for Scotland, Social Inequality and World Powers: USA. Course assessment is two Question Papers plus an assignment.	
Advanced Higher	Two units on Crime and Law - Understanding Criminal Behaviour and Responses by Society to Crime plus one other unit: Research Methods. Advanced Higher is taught as a campus arrangement at the University of Abertay. Course assessment is a Question Paper plus a dissertation	

### Why study Modern Studies?

### A qualification for higher education

Universities and colleges accept Modern Studies N4/N5, Higher and Advanced Higher passes as entrance qualifications.

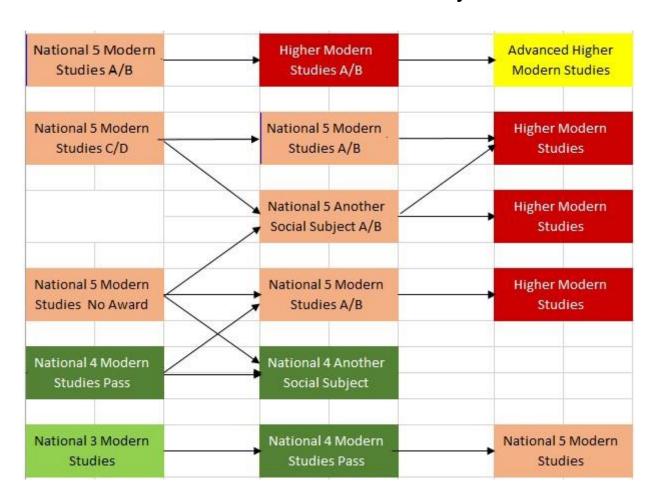
### **Preparation for employment**

Most employers recognise the value of Modern Studies for a wide range of careers including healthcare, business, law, employment services, teaching, the civil service, police, and the media including journalism, TV and radio broadcasting.

### **Preparation for life**

Learning about a range of social, economic and political issues will enable young people to make informed decisions about society.

### **Modern Studies Learner Pathways**



## Music



Music is embedded in the world around us, from

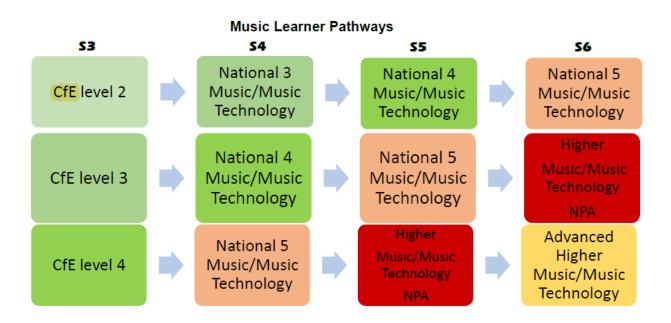
computer games, mobile phones, TV programmes, films, radio and is continually evolving. Developing skills on an instrument not only improves performing skill but also skills to support learners across the curriculum.

Level	What will I do in Music?			
3	<ul> <li>✓ You will develop skills on two instruments to Grade 1 standard</li> <li>✓ You will develop an understanding of composing techniques which influence and inspire composers, and how they use music concepts in their music.</li> <li>✓ You will demonstrate your understanding of basic music literacy and recognise level appropriate music concepts while listening to different styles of music.</li> </ul>			
4	<ul> <li>✓ You will develop skills on two instruments to Grade 2 standard and perform a programme which is 8 minutes long (4 mins on each instrument).</li> <li>✓ You will develop an understanding of composing techniques which influence and inspire composers, and how they use music concepts in their music.</li> <li>✓ You will demonstrate your understanding of music literacy, recognise level appropriate music concepts while listening to different styles of music.</li> </ul>			
5	<ul> <li>✓ You will develop skills on two instruments to Grade 3 standard and perform a programme of level-specific music on both instruments to a visiting examiner. The programme should be 8 minutes long (4 minutes on each instrument).</li> <li>✓ You will demonstrate your understanding of music literacy, recognise level appropriate music concepts while listening to different styles of music.</li> <li>✓ You will explore and develop musical ideas to create your own piece of music for your composition assignment.</li> </ul>			
Level 6 NPA	There are several options for you to specialise in an area of the Performing Arts through a National Progression Award at level 6. These include: Music Performing, Musical Theatre and Music for Wellbeing. You will develop your skills in your specialised NPA by completing 3 units of work.			

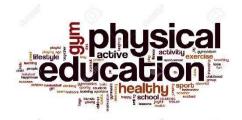
Higher	<ul> <li>✓ You will develop skills on two instruments to Grade 4 standard and perform a programme of level-specific music on both instruments to a visiting examiner. The programme should be 12 minutes long (6 minutes on each instrument).</li> <li>✓ You will demonstrate your understanding of music literacy, recognise level appropriate music concepts while listening to different styles of music.</li> <li>✓ You will explore and develop musical ideas to create your own piece of music for your composition assignment.</li> </ul>
Advanced Higher	<ul> <li>✓ You will develop skills on two instruments to Grade 5 standard and perform a programme of level-specific music on both instruments to a visiting examiner. The programme should be 18 minutes long (9 minutes on each instrument).</li> <li>✓ You will demonstrate your understanding of music literacy, recognise level appropriate music concepts while listening to different styles of music.</li> <li>✓ You will explore and develop musical ideas to create your own piece in any style or genre of your choice for your composition assignment.</li> </ul>

### Why study Music?

Studying Music will develop valuable skills for learning, life and work, such as, using Information and communication technology, ability to self-reflect, develop and apply analysing skills, resilience and perseverance, interpretation and creativity, as well as providing many opportunities to increase confidence, self-esteem and become a part of the school community.



## Physical Education



Physical Education at Braeview Academy is about developing every pupil to achieve their potential.

We are committed to providing a broad range of courses/opportunities for every pupil to fully realise their physical skills and abilities.

Furthermore, PE aims to develop a love of sport and physical activity that will allow pupils to continue to participate in lifelong healthy pathways after they leave school.

National Qualification Level	What will I do?
N3	National 3 Physical Education will offer pupils the opportunity to participate in physical activities and develop their basic movement and performance skills in familiar contexts. Pupils will also develop an increased understanding of the important link between fitness and good health.
N4	Performance Skills Pupils will demonstrate a range of movement and performance skills in physical activities.
	Pupils will learn about the four factor areas that impact on a personal performance in Physical Activities, develop personal performance in a range of physical activities and review the performance development process.
	Performance Added Value Unit Pupils will prepare for and carry out a performance in a physical activity of their choice
N5	<ul> <li>Performance Skills</li> <li>Develop the ability to safely perform a comprehensive range of movement and performance skills</li> <li>Understand factors that impact on personal performance in physical activities</li> <li>Build capacity to perform effectively</li> <li>Develop approaches to enhance personal performance</li> <li>Monitor, record and evaluate performance development</li> </ul>
	Pupils will be assessed by – <b>Two practical performances (50%)</b> in activities of their choice & an externally marked <b>Portfolio (50%)</b>
NPA Sport and Fitness Team and Individual Level 5 (S4 Pupils)	<ul> <li>Develop knowledge and understanding of current philosophies of sport and fitness and their implications on contemporary provision</li> <li>Develop the candidate's knowledge and skills in planning, implementing, evaluating, the context of Sport and Recreation.</li> <li>Enhance the candidate's employment prospects</li> <li>Enable progression within the Scottish Credit and Qualifications Framework (SCQF) and allow candidates to progress to another level of education, if so desired</li> <li>Further develop study skills</li> <li>Further develop Core Skills</li> <li>Further develop transferable skills</li> <li>Meet the skills needs of the industry</li> <li>The award comprises of four credits (2 mandatory credits and 2 optional credits). (40 SCQF credit points at SCQF level 5)</li> </ul>

	Performance Skills
Higher	<ul> <li>Pupils will demonstrate a broad range of complex movement and performance skills in physical activities.</li> </ul>
	Factors Impacting Performance
	Pupils will analyse and evaluate factors that impact on their performance in physical activities as well as
	Evaluate the process of personal performance development
	Pupils will be assessed by – <b>One practical performance (60%)</b> in an activity of their choice & an <b>external exam (40%)</b>
SQA	S6 Pupils
Leadership	
Award Level 6	Leadership: An Introduction (20 hours) In this Unit, candidates carry out research to find out about
	leadership styles and the skills and qualities found in effective leaders. Candidates are required to produce a report on their findings and evaluate their own potential for leadership.
	Landarskin in Brestine (40 havrs)
	Leadership in Practice (40 hours) In this Unit, candidates take a leading role in an activity. They will prepare to carry out the activity by
	considering the factors involved, such as resources, people, time and potential risks. Candidates then carry
	out the activity, monitoring progress and making changes as needed. At the end, candidates review their experience, drawing conclusions about themselves as a leader.

### Why Study in the Physical Education Department?



Physical education develops pupils' mental, social, emotional and physical wellbeing

### Physical Education offers great opportunities

With the introduction of the Skills for Work Sport and recreation course at National 4 and National 5 level pupils will have the opportunity to - develop knowledge, increase interpersonal skills as well as learn about the range of career opportunities in the sport and leisure industry. These courses will ultimately provide progression pathways to further education, training, and employment in this growing industry.



### BRAEVIEW ACADEMY PE DEPARTMENT







1

\$3 ELECTIVE/AESTHETICS
(NATIONAL 4)









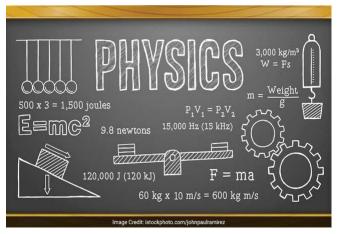


**S6** 



SQA LEADERSHIP
AWARD SCQF LEVEL 6

SQA LEADERSHIP AWARD SCQF LEVEL 6/ SPORT AND RECREATION NATIONAL 5



Physics is the science concerned with the study of matter and energy and the interactions between them. Physics tries to answer big questions such as; how did the universe begin? Is time travel possible? What is everything made from? What is gravity?

National Qualification Level	What will I do?
National 4	Pynamics and Space You will learn: how to measure and calculate speed and acceleration, how forces act to move and slow down objects, how humans have developed their understanding of space and information about our solar system, galaxy and universe.  Electricity and Energy You will learn: how electricity is generated and transferred to our homes, how renewable energy sources and nuclear power stations work, how to set up and make measurements from electrical circuits and how electronic sensors can be used.  Waves and Radiations You will learn: how sound and light waves are different, how waves carry information to your mobile phone, what are gamma rays, how does radioactive decay happen and is it really dangerous? Added Value Unit In this unit you have the opportunity to select an area of physics which interests you and research how it impacts on everyday life or the environment.
National 5	This course has similar content to National 4 with a greater level of understanding required. Learners have no internal assessment and the course is assessed through a final exam (80%) and assignment (20%).  The course units are: <i>Dynamics, Space, Electricity, Waves, Radiation</i> and <i>Thermodynamics</i> . In addition to National 4 content learners will find out; how gases act when they are heated or pressurised, what the difference is between heat and temperature, the difference between alpha, beta and gamma radiation and how to calculate safe exposure doses, electrical charge and fields, how satellites get into, and stay, in orbit, what are light years and vectors and scalars.
Higher	This course builds on knowledge from National 5 in the following 3 units and key areas. <i>Electricity</i> A.C. electricity, electrical sources, capacitors, semiconductors <i>Our Dynamic Universe</i> motion, forces and energy, collisions and explosions, gravitation, special relativity, the expanding universe <i>Particles and Waves</i> nuclear reactions, spectra, refraction, forces on charged particles, standard model, wave particle duality.  Learners will complete a research and practical assignment which counts towards their final course award in conjunction with the final exam.

### **Advanced Higher**

The Advanced Higher Physics course bridges the gap between school and university and introduces new concepts with a high level of knowledge and understanding required. The course has 3 units: *Electromagnetism, Quanta and Waves* and *Rotational Motion and Astrophysics*. Learners complete a substantial self-study project as part of their final grade in conjunction with a final exam.

To gain a course award for National 4, Higher and Advanced Higher learners must pass all internal units

### Why study Physics?

Through the study of physics people have developed mobile phones, computers, aeroplanes and wind turbines. Physics doesn't just deal with theoretical concepts. It's applied in all areas of life, including: development of sustainable forms of energy, treating cancer through radiotherapy, diagnosing illness through various types of imaging, design and manufacture of sports equipment and understanding and predicting earthquakes.

Through Physics courses at any level you will develop the skills and knowledge which can lead to further education and to a range of careers. Skills you will develop include working with other people, communication and literacy, problem solving and numeracy. These are skills which can lead to many exciting career opportunities.

Studying Physics can lead to a wide range of apprenticeships, jobs, courses at college and university. All types of engineering (Civil, Structural, Surveyor, Sound, Electronic, Mechanical), medical careers (Dentist, Optician, Pharmacist, Technicians) and many others from car mechanic to computer games designer!

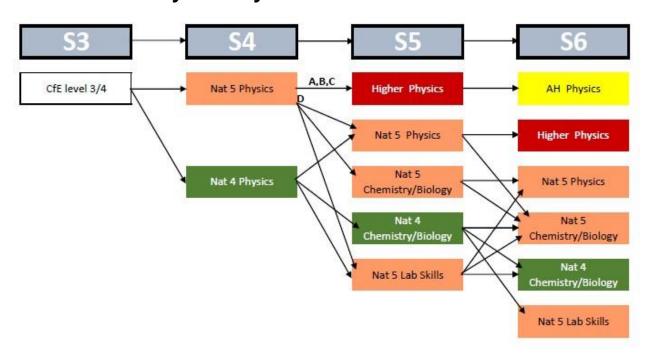
### I'm not sure Physics is for me...

"Physics is full of hard maths". If you are doing Maths at National 4 or 5 level you will be able to do most of the Maths needed for National 4 and 5 Physics and we'll teach you the rest.

"Physics is just for boys". In the last few years we've had girls from Braeview Academy go on to study Astrophysics and Chemical Physics at University as well as take up technical apprenticeships and jobs with Michelin and at Ninewells after studying Physics.

"I don't really like science". The skills you learn and develop in Physics are highly regarded by colleges and universities for courses which are not scientific or technical.

### **Learner Pathways in Physics:**



# Religious, Moral & Philosophical Studies (RMPS)



Religious, Moral and Philosophical Studies (RMPS) is currently more popular than ever on a national scale not least because of the skills developed and the importance of the questions raised for life in today's world.

Pupils undertaking RMPS may have any or no religious faith, but will have a passion for investigation, a desire to explore "ultimate issues" and a willingness to be challenged.

National Qualification Level	What will I do?
N4	World Religion In this unit you will learn about the beliefs and practices of Christianity
	Morality and Belief – Religion and Justice In this unit you will investigate key moral aspects surrounding crime and punishment. This includes: the causes of crime, purposes of punishments, the role of prisons, and finally the death penalty.
	Existence of God In this unit you will tackle the philosophical arguments for and against the existence of God. You will do this by examining two classical arguments: The Cosmological Argument and The Teleological Argument.
N5	World Religion In this unit you will further enhance your understanding of Christianity  Morality and Belief – Religion and Justice In this unit you will further enhance your understanding of key moral aspects surrounding crime and punishment. This includes: the causes of crime, purposes of punishments, the role of prisons, and finally the death penalty.
	Existence of God In this unit you will tackle the philosophical arguments for and against the existence of God. You will do this by examining two classical arguments: The Cosmological Argument and The Teleological Argument.

Higher		World Religion In this unit you will learn about the beliefs and practices of Christianity which is the largest religion in the world.
		Morality and Belief - Morality and Medicine In this unit you will examine some of the most important moral issues facing medicine and bio-technology. These include: embryo research, organ donation, and euthanasia.
		Origins In this unit you will critically examine the classical scientific and religious debates surrounding the origins of the universe and the origins of life.
	Advanced Higher	Philosophy of Religion In this unit you will have the opportunity to grapple with the philosophical arguments surrounding the existence of God. You will then examine the concept of Atheism.
		Medical Ethics In this unit you will examine some of the most important moral concerns facing medicine and the bio-technology industry today.
		<b>Dissertation</b> This unit will allow you to investigate a moral, religious or philosophical issue of your choice.

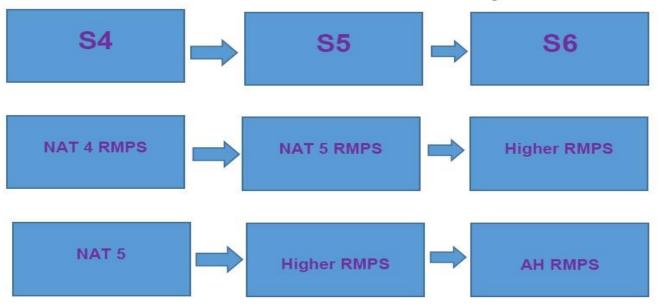
### Why study RMPS?

Colleges, universities and employers are increasingly on the lookout for what makes an applicant special. RMPS indicates you are an open-minded, thinking individual, familiar with difficult and sometimes controversial concepts as well as being up to speed with many current affairs. You will develop critical thinking skills which you can apply to a range of subjects/situations. You can also show that you are an active, interested and concerned member of society with respect for others.

RMPS is a holistic subject. It complements and supports many others you may study at National 4/5, Higher and Advanced Higher.

Some of the career paths RMPS students can take include journalism, politics, psychology, law, medicine, nursing, social work, business, and teaching. RMPS is flexible and the skills you learn can be applied in a myriad of workplace situations.

### **RMPS Learner Pathways**



## **Science**



Science courses aim to equip learners with an understanding of the impact of science on everyday life, and with the knowledge and skills to be able to evaluate media reports to make their own decisions on issues within a modern society where scientific knowledge and its applications and implications are ever developing. By using the skills base and knowledge and understanding of science, learners will become scientifically literate citizens.

<b>National</b>
Qualification
Level

5

### What will I do?

### Skills for Work: Lab Science

The course provides a broad introduction to laboratory science. Learners will explore a variety of industries, services and career opportunities, in science laboratories locally, nationally, and globally. They will develop the basic practical skills and knowledge needed for working in a laboratory: measuring, weighing and preparing compounds and solutions; and health and safety requirements. Practical skills in microbiology, measuring radioactivity, chemical handling and laboratory instrumentation will be developed.

Learners will work with others to produce a plan to undertake a practical investigation to test scientific hypotheses. This will also involve reporting of the results, conclusions and evaluations of the investigation.

### Skills for Work: Health Sector

The course provides a broad introduction to the health sector. Learners will explore the range of provision and services provided by the health sector in Scotland which will include non-clinical roles. They will investigate the contribution of the life sciences industry in the diagnosis and treatment of illness which will also include safety of pharmaceutical products. Knowledge of health and lifestyle issues, the importance of a healthy lifestyle and skills required to advise on these issues will be developed. Furthermore, learners will gain understanding of the structure and function of the cardiovascular system including taking physiological measurements and demonstrating first aid/emergency life support in staged scenarios.

### Learner Pathways in Science

Sector/	S4	S5/6		S6 Only
Level	National 3/4/5	National 3/4/5	Higher*	Advanced Higher*
Science	Biology	Biology (N5 Only)		Biology
	Chemistry	Chemistry		Chemistry
	Physics	Physics		Physics
		Human Biology (Higher only)		
	Skills for work:	Skills for work:		
	Laboratory Skills	Health Sector		
	(N5 Only)	(N5 Only)		

<sup>\*</sup> Entry to Higher and Advanced Higher courses requires prior National 5 qualifications in the relevant subject.



## Dundee and Angus College and Schools Partnership Senior Phase Options 2021/22

### **Timetable**

### **SCQF Level 4 and Level 5 Programmes**

Dundee – Kingsway/Gardyne Campus – Monday and Wednesday 2pm-4pm Dundee – Kingsway Campus – Tuesday 2pm-4pm and Thursday 1pm-3pm (Certain courses only- details below) Angus – Arbroath Campus – Friday 9am-1pm

### SCQF Level 6 Programmes (apart from the Foundation Apprenticeship)

Dundee – Kingsway/Gardyne Campus – Monday and Wednesday 2pm-4pm Angus – Arbroath Campus – Friday 9am-1pm

### **SCQF Level 6 Programmes - Foundation Apprenticeships**

### • 2 Year model

Dundee – Kingsway/Gardyne Campus – Monday and Wednesday 2pm–5pm Angus – Arbroath Campus – Tuesday 9am-4pm

#### 1 Year model

Dundee – Kingsway/Gardyne Campus – Monday, Tuesday and Wednesday 2pm-5pm, Thursday 1pm-4pm Angus – Arbroath - Tuesday 9am-4pm, Friday 9am-4pm

### **SCQF Level 7 Programmes**

Dundee – Kingsway/Gardyne Campus – Monday and Wednesday 2pm-5 pm Angus – Arbroath Campus – Tuesday 9am-4pm (Business Courses) Tuesday 9am-1pm (Social Science Courses)

### **Courses by Subject Area**

### **Construction and Building Services**

Skills for Work Construction Craft courses – Monday and Wednesday **or** Tuesday and Thursday afternoons at Kingsway: pupils can choose the Monday and Wednesday slot **or** Tuesday and Thursday for these courses.

Preparation for Plumbing and Preparation for Electrical will run over four afternoons at Kingsway: pupils choosing either of these courses must attend on **all** Monday, Tuesday, Wednesday and Thursday slots.

	Arbroath	Gardyne	Kingsway
Construction Crafts and Technician National 4			
Construction Skills National 5			
Preparation for Electrical National 4			
Preparation for Plumbing National 4			
Foundation Apprenticeship – Civil Engineering (Two year programme only)			Grove

### **Engineering**

Automotive Skills National 4 course - Monday and Wednesday **or** Tuesday and Thursday afternoons at Kingsway: pupils can choose the Monday and Wednesday slot **or** Tuesday and Thursday for these courses.

Skills for Work Engineering National 4 and 5 courses – Monday and Wednesday **or** Tuesday and Thursday afternoons at Kingsway: pupils can choose the Monday and Wednesday slot **or** Tuesday and Thursday for these courses.

	Arbroath	Gardyne	Kingsway
Skills for Work: Automotive Skills National 4			
Skills for Work: Engineering Skills National 4			
Skills for Work: Engineering Skills National 5			
Foundation Apprenticeship – Engineering (Two year programme only)			

### **Landbased and Animal Care**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) in Rural Skills at SCQF Level 4 – Horticulture			
National Progression Award (NPA) at SCQF Level 5 - Modern Agriculture			
National Progression Award (NPA) in Rural Skills at SCQF Level 5 – Animal Care			

### **Science**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) Practical Science at SCQF Level 5			
Foundation Apprenticeship – Science and Technology (One and two year	AHS		
programmes available)			

### **Social Sciences**

	Arbroath	Gardyne	Kingsway
National 5 Psychology	On site		
	delivery		
	by		
	arrangem ent in		
	Angus		
	only		
National Progression Award (NPA) Psychology at SCQF Level 5			
Higher Psychology Level 6	On site		
· , · , · ,	delivery		
	by		
	arrangem ent in		
	Angus		
	only		
National Progression Award (NPA) Psychology at SCQF Level 6			
National Progression Award (NPA)/Award Sociology at SCQF Level 5			
Approval of the NPA Sociology qualification is pending. Candidates will be			
awarded an Award in Sociology if NPA not approved by May 2021.			
National Progression Award (NPA)/Award Sociology at SCQF Level 6			
Approval of the NPA Sociology qualification is pending. Candidates will be			
awarded an Award in Sociology if NPA not approved by May 2021.			
National Progression Award (NPA) Criminology at SCQF Level 5			
National Progression Award (NPA) Criminology at SCQF Level 6			
Professional Development Award (PDA) Psychology at SCQF Level 7			
Professional Development Award (PDA) Criminology at SCQF Level 7			

	Arbroath	Gardyne	Kingsway
Skills for Work: Early Education and Childcare National 4			
Skills for Work: Early Education and Childcare National 5			
Foundation Apprenticeship – Early Learning and Childcare (One- and two-year			
programmes available)			

### **Health and Social Care**

	Arbroath	Gardyne	Kingsway
Skills for Work: Health Sector National 5			
Foundation Apprenticeship – Health and Social Care (One and two year			
programmes available)			

### **Sport and Fitness**

	Arbroath	Gardyne	Kingsway
Skills for Work: Sport and Recreation National 5			

### **Hospitality and Professional Cookery**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) Professional Cookery at SCQF Level 4			
Skills for Work: Hospitality National 5			
NPA Hospitality SCQF Level 5			
National Progression Award (NPA) Hospitality at SCQF Level 6			
Foundation Apprenticeship – Food and Drink Technologies (One and two year			
programmes available)			

### **Hair and Beauty**

These courses will be offered on Monday and Wednesday **or** Tuesday and Thursday afternoons at Kingsway: pupils can choose the Monday and Wednesday **or** Tuesday and Thursday for these courses.

	Arbroath	Gardyne	Kingsway
VTCT: Extended Award in Hair and Beauty Skills (Level 1)			
VTCT: Extended Award in Hair and Beauty Skills (Level 2)			

### **Computing and Creative Media**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) in Web Design at SCQF Level 5			
National Progression Award (NPA) Cybersecurity at SCQF Level 5			
Foundation Apprenticeship – Creative and Digital Media (One and two year programmes available)			
Foundation Apprenticeship – Networking and Cyber Security (One and two year programmes available)			
Foundation Apprenticeship – Software and Application Development (One and two year programmes available)			
HNC Computer Networking and Ethical Hacking (this course runs over two years)			

### **Art and Design**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) in Photography at SCQF Level 5			
National Progression Award (NPA) in Digital Media at SCQF Level 5			

### **Performing Arts**

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) in Dance at SCQF Level 5			

### **English Language Teaching and Training**

	Arbroath	Gardyne	Kingsway
Professional Development Award (PDA) Introduction to Tutoring English to			
Speakers of Other Languages (ESOL) at SCQF Level 6			

### Business, Administration, Retail, Events and Tourism

	Arbroath	Gardyne	Kingsway
National Progression Award (NPA) in Business and Marketing at Level 5			
National Progression Award (NPA) Events at SCQF level 6			
Foundation Apprenticeship in Business (One and two year programmes available)			
Professional Development Award (PDA) in Information Technology in Business at			
SCQF level 7			

### **Accounts**

	Arbroath	Gardyne	Kingsway
Foundation Apprenticeship in Accounting (One and two year programmes available)			
Professional Development Award (PDA) in Management Accounting at SCQF Level 7			



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### **Construction Crafts and Technician National 4**

Course Title	Construction Crafts and Technician
Level	National 4
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm or
	Tuesday and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

### Units to be Completed

Mandatory Units	Optional Units
Understanding Industry	Carpentry and Bench Joinery: An Introduction
Personal Development: Self and Work	Carpentry and Joinery Techniques
	Site Carpentry and Bench Joinery
	Decorative Painting
	Decorative Finishing Using Water-borne Paints
	Brickwork: An Introduction
	Half Brick Walling

### **Progression Pathways**

- National Progression Award in Construction Skills (Arbroath and 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
- Building Trades Fast Track (Incorporating NPA in Construction Craft & Technician)

### **Course Description**

The course contains practical Construction Crafts Units within the construction industry. 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 tradesspecific 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 Understanding Industry and Personal Development: Self and Work covers all trades the construction industry has to offer, pupils individual journey/plan and understanding what is expected from people in the construction industry.

The optional section offers pupils the opportunity to learn skills in different crafts. They represent skills areas which are readily resourced in most centres offering construction courses. These craft-specific units are in trades with high levels of identified skill shortages and further develop pupil skills in these specific trades. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses and further developing their skills in these specific trades.

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

### **Unit Contents**

Unit	Description
Understanding Industry	Pupils are required to understand all trades
	within the construction industry.
Personal Development: Self and Work	Pupils are required to write a personal
	development plan based on their goals and
	what industry/trade they see themselves
	working for in the future.
<u> </u>	Pupils will carry out work with decorative
	finishes involving the use of brushes and rollers
	as well as stencilling.
· · · · · · · · · · · · · · · · · · ·	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.
<del>-</del>	Pupils are required to cut, assemble and join
	plastic pipework in accordance with given
	drawings using proprietary bends and tee-
	pieces.
•	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.
	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.
	Pupils are required to carry out additional
<u> </u>	paintwork tasks with purely water-borne
I	paints. This will include a proprietary two-coat
	system.
	Pupils are required to carry out introductory
9	work in setting out a roofing area to
	incorporate single lap tiles with components.
	Pupils are required to erect a small-scale
	framed and panelled assembly and to fabricate
	and replace one panel to carefully match
	existing.
	Pupils are required to set out and build short
•	sections of half-brick thick wall in accordance
	with given drawings and to prescribed
	tolerances.
Brickwork: An Introduction	
DITCKWOIK. AII IIILI OUUCLIOII	Pupils are required to work on the basic

	setting out, measuring and understanding
	brickwork terminology
Understanding Industry	Pupils are required to understand all trades
	within the construction industry.
Personal Development: Self Work	Pupils are required to write a personal
	development plan based on their goals and
	what industry/trade they see themselves
	working for in the future.
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 brick
	structures following the correct method and
	techniques.

### **Assessment Method**

Assessment in this course is continuous and carried through the delivery of craft units and project work. Pupils will also have the opportunity to create a personal portfolio as they progress on the course. The assessment of pupils' work is a combination of self-review, peer review and assessor review which are recorded by observation checklists and review sheets.

# **Construction Skills National 5**

Course Title	Construction Skills
Level	National 5
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

#### Units to be Completed

Mandatory Units
Employability and Behavioural Skills
The construction Industry and principles of design
Built Environment Design Project
3D modelling for the built environment
Develop Bench Joinery Skills
Manufacture Joinery components
Develop Constructional Carpentry Skills
Develop Site Joinery Skills
Colour Practice: Painting and Decorating
Decorative Treatments
Decorative Painting
One Brick Walling: An Introduction
Construction Crafts: One Brick Walling
Block Walling: An Introduction
Single Lap Roofing Skills
Roofing: Regular Sized Natural Slates with Random Widths
Fixing Plasterboard and Applying Plastering Materials: An Introduction
Applying External Cement Work: An Introduction

## **Progression Pathways**

- 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
- Building Trades Fast Track (Incorporating NPA in Construction Craft & Technician)

#### **Course Description**

The course includes Built Environment Technician units and practical construction crafts covering 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.

Employability and Behavioural Skills unit addresses several practical and employability skills which can be practised and developed across all the units in the course. All other units cover specific construction crafts in trades and

technician routes with high levels of identified skill shortages. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses.

Unit	Description
Employability and Behavioural Skills	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.
The construction Industry and principles of	Pupils will carry out basic risk assessments and record their findings. They will also develop Skills in interpretation of drawings and in preparing basic materials schedules from drawing and specification information.  Pupils are required to explore the 6 basic
design	principles of building design and the variety of work sectors and career opportunities in the construction industry
Built Environment Design Project	Pupils are required to produce a project plan and present a design influenced by a clients requirements.
3D modelling for the built environment	Pupils are required to produce a simple 3D model of a building.
Develop Bench Joinery Skills	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.
Manufacture Joinery components	Pupils are required to produce a workshop rod, compile a cutting list and manufacture a panel door.
Develop Constructional Carpentry Skills	Pupils will carry out work on a hollow ground floor and erect a timber stud partition.
Develop Site Joinery Skills	Pupils will carry out work to fix a door frame, hang a door and fix a range of finishes to the frame.
Colour Practice: Painting and Decorating	Pupils are required to select, mix, match and apply colours using secondary and primary colours.
Decorative Treatments	Pupils are required to select and prepare tools and materials, produce bands and lines and enlarge and paint given design using free brush techniques.
Decorative Painting	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.
One Brick Walling: An Introduction	Pupils will learn the knowledge and understanding required to build one brick wall

	thickness and erect a one brick wall to given
Construction Crafts: One Brick Walling	specifications.  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.
Block Walling: An Introduction	Pupils will learn knowledge and understanding on how to build block wall and build block wall to given specifications.
Single Lap Roofing Skills	Pupils are required to prepare a roof surface prior to tiling. Lay and fix tiles to roof surface with a wet verge and ridge finish.
Roofing: Regular Sized Natural Slates with Random Widths	Pupils will prepare a roof surface to install a slate finish.
Fixing Plasterboard and Applying Plastering Materials: An Introduction	Pupils are required to fix plasterboard to timber backgrounds and prepare surface for plastering materials.
Applying External Cement Work: An Introduction	Pupils will learn how to prepare the backgrounds and set out metal trims/beads for the application of external cement work. Pupils will apply cement work in two coats.

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.

Pupils must successfully complete each unit to achieve the course.

# **Preparation for Electrical Programme National 4**

Course Title	Preparation for Electrical Programme
Level	National 4
Campus	Kingsway
Days	Monday, Tuesday, Wednesday 2-4pm and
	Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units	Optional Units
Building Services Engineering: Introduction to	Practical Electricity
Safe Working Practices	
Building Services Engineering: Introduction to	Construction Crafts: Electrical Installation
Energy	
Building Services Engineering: Introduction to	Engineering Skills: Electrical/Electronic
Science	
Building Services Engineering: An Introduction	
Building Services Engineering: Employability	
Skills	

#### **Progression Pathways**

- Pre-Apprenticeship NPA Electrical Skills (Level 5)
- NC Electrical Engineering (Level 6)
- Building Trades Fast Track (Incorporating NPA in Construction Craft & Technician)

# **Course Description**

The National 4 Skills for Work Building Services Engineering course has been designed as the starting point of a Building Services Engineering (BSE) career pathway. The course can lead directly on to the National Progression Award: Building Services Engineering at SCQF level 5 (Pre-Apprenticeship - NPA Electrical Skills), and then to the NC Electrical Engineering at SCQF level 6, which will be delivered in the college environment. Successful completion of the course would allow pupils to apply for employment within the sector, as appropriate.

The course includes practical electrical units where pupils will learn a variety of skills required for the electrical industry through these 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, these can be practised and developed across all the units in the course.

Unit	Description
Building Services Engineering: Introduction to	Pupils will identify the fundamental Health and
Safe Working Practices	Safety requirements of the Building Services
	Engineering (BSE) sector, and how to recognise
	and respond appropriately to common hazards
	and accidents in the BSE environment. Pupils
	will also learn how to apply safe working
	practices relevant to the BSE sector.

Pupils will be introduced to and learn to
•
identify the main types of energy and their
sources as well as the fundamentals of energy
conservation as they apply to the household
building services engineering (BSE) sector.
Pupils will also learn the main types of material
disposal as they apply to the BSE sector.
The unit is designed to enable pupils to
recognise mechanical and electrical SI units
commonly used within the building services
engineering (BSE) sector and to carry out
simple calculations to enhance that
understanding. Pupils will also learn to
recognise fundamental properties of solid
materials as well as the fundamental principles
of heat, mechanical and electrical applications
to the BSE sector.
Pupils will recognise the main industries of the
Building Services Engineering sector and will
develop an understanding of the job
opportunities and the career progression
opportunities.
Pupils are required to develop work practices
and attitudes that enhance their employability.
They will have opportunities to review the skills

# **Optional Unit Contents**

Unit	Description
Practical Electricity	This unit seeks to develop the pupil's knowledge and understanding of simple concepts and facts related to electricity. It also provides an opportunity for developing the ability to apply this knowledge and understanding in the handling and analysis of information related to electricity.
Construction Crafts: Electrical Installation	Pupils will become familiar with a range of basic hand -tools and accessories commonly used in the installation of electrical systems and will work with an introductory range of cable types and sizes. The unit is based on practical workshop activities and pupils will develop the skills to complete a range of activities, including connecting a range of lighting and power fittings.
Engineering Skills: Electrical/Electronic	Pupils will select and safely use the correct tools and components required to construct a
	basic extra low voltage functional circuit.

# **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. Closed book supervised assessments will be carried out for the electrical

theoretical work. 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.

# **Preparation for Plumbing Programme National 4**

Course Title	Preparation for Plumbing Programme
Level	National 4
Campus	Kingsway
Days	Monday, Tuesday, Wednesday 2-4pm and
	Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

#### **Units to be Completed**

Mandatory Units	Optional Units
Building Services Engineering: Introduction to	Construction Occupation Practices: An
Safe Working Practices	Introduction
Building Services Engineering: Introduction to	Construction Safety Practices: An Introduction
Energy	
Building Services Engineering: Introduction to	Efficient Construction Practices: An
Science	Introduction
Building Services Engineering: An Introduction	Plumbing Services: An Introduction
Building Services Engineering: Employability	
Skills	

#### **Progression Pathways**

- Pre-Apprenticeship NPA Plumbing Skills (Level 5)
- Certificate Renewable Technologies (Level 6)
- Building Trades Fast Track (Incorporating NPA in Construction Craft & Technician)

# **Course Description**

The National 4 Skills for Work Building Services Engineering course has been designed as the starting point of a Building Services Engineering (BSE) career pathway. The course can lead directly on to the National Progression Award: Building Services Engineering at SCQF level 5 (Pre-Apprenticeship - NPA Plumbing Skills), and then to the Certificate Renewable Technologies at SCQF level 6, which will be delivered in the college environment. Successful completion of the course would allow pupils to apply for employment within the sector, as appropriate.

The course includes practical plumbing units where pupils will learn a variety of skills required for the plumbing industry through these 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 several practical and employability skills, these can be practised and developed across all the units in the course.

Unit	Description
<b>Building Services Engineering: Introduction to</b>	Pupils will identify the fundamental Health and
Safe Working Practices	Safety requirements of the Building Services
	Engineering (BSE) sector, and how to recognise
	and respond appropriately to common hazards
	and accidents in the BSE environment. Pupils
	will also learn how to apply safe working
	practices relevant to the BSE sector.

Building Services Engineering: Introduction to	Pupils will be introduced to and learn to
Energy	identify the main types of energy and their
Lifeigy	sources as well as the fundamentals of energy
	conservation as they apply to the household
	building services engineering (BSE) sector.
	Pupils will also learn the main types of material
	disposal as they apply to the BSE sector.
Building Services Engineering: Introduction to	The unit is designed to enable pupils to
Science	recognise mechanical and electrical SI units
	commonly used within the building services
	engineering (BSE) sector and to carry out
	simple calculations to enhance that
	understanding. Pupils will also learn to
	recognise fundamental properties of solid
	materials as well as the fundamental principles
	of heat, mechanical and electrical applications
	to the BSE sector.
Building Services Engineering: An Introduction	Pupils will recognise the main industries of the
	Building Services Engineering sector and will
	develop an understanding of the job
	opportunities and the career progression
	opportunities.
Building Services Engineering: Employability	Pupils are required to develop work practices
Skills	and attitudes that enhance their employability.
	They will have opportunities to review the skills
	they have developed

# **Optional Unit Contents**

Unit	Description
Construction Occupation Practices: An Introduction	The unit will help to develop pupils ability to understand the range and type of work involved in the Construction sector and will begin to develop their ability to read and understand and produce simple building drawings as well as how to mark out and
	measure materials correctly.
Construction Safety Practices: An Introduction	This unit will help to develop pupil's ability to work in a safe and effective manner in a Construction Industry setting.
Efficient Construction Practices: An Introduction	The unit will help to develop pupil's ability to work in an organised, safe and effective manner.
Plumbing Services: An Introduction	This unit requires pupils to select the correct tools and materials used within the plumbing industry.

# **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. Closed book supervised assessments will be carried out for the electrical theoretical work. 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.

## Foundation Apprenticeship: Civil Engineering Level 6

Course Title	FA: Civil Engineering
Level	SCQF 6
Campus	Arbroath
	Grove Academy
Days	Arbroath – Tuesday 9-4 pm
	Grove Academy – Tuesday, Thursday and Friday
	2-4pm
Start Date	May 2021
End Date	April 2023

#### **Entry Requirements**

National 5 Mathematics is required, must be capable of progression to Higher Mathematics. Working towards or completed Physics. All applicants must have a good level of written and spoken English and demonstrate a real interest in Civil Engineering.

## **Units to be Completed**

Mandatory Units	
Civil Engineering Materials	Computer Aided Drafting: An Introduction
Civil Engineering Project	Construction Site Surveying: An Introduction
Civil Engineering Site Work	Health and Safety in the Construction Industry
Civil Engineering Technology	Mathematics: Craft 1
Mechanics for Construction: An Introduction	Mathematics for Construction Technicians
Sustainability in the Construction Industry	Modern Methods of Construction: An Introduction
	Maintain professional relationships and practice in built environment design

#### **Progression Pathways**

On completion of the Foundation Apprenticeship, pupils will have the opportunity to continue their studies in this area and have several options available to them. They may be in a position with their placement employer, that they are offered employment and to continue their apprenticeship. In this case, pupils can move to a Modern Apprenticeship and apply their Foundation Apprenticeship to this, reducing the duration of this apprenticeship by a minimum of one year. Pupils may instead wish to continue their studies academically and attend College full time where they can work towards an HND in Civil Engineering, or another related subject, which could also provide them with direct entry into a Degree programme.

- HND Building Surveying/HND Architectural Technology/HND Civil Engineering (Kingsway Campus)
- Modern Apprenticeship in the Construction Industry (Kingsway Campus)

#### **Course Description**

Foundation Apprenticeships are an opportunity offered to pupils in the senior phase of secondary school. Pupils are given the opportunity to complete the first stages of a Modern Apprenticeship along with traditional subjects such as Maths and English.

The Foundation Apprenticeship (FA) in Civil Engineering provides pupils with achievement from component parts of two pathways sitting within CITB's Modern Apprenticeship Framework Construction: Technical at SCQF level 6. Pupils

will also complete a placement or industry challenge with a local employer while working towards the qualification through school and college.

Pupils will typically attend one day or equivalent per week for 2 years. This FA will introduce the skills necessary for the modern professional Civil Engineering Technician and provide an insight to the many career options available.

Unit	Description
Civil Engineering Materials	<ol> <li>Describe the production processes of civil engineering materials.</li> <li>Describe the properties of civil engineering materials and how they are affected by production.</li> <li>Carry out laboratory tests on civil engineering materials.</li> </ol>
Civil Engineering Project	<ul><li>1 Plan a Civil Engineering Project based on a prepared brief.</li><li>2 Develop and implement a proposed solution.</li><li>3 Evaluate the completed project.</li></ul>
Civil Engineering Site Work	Describe the requirements of preliminary sitework.     Describe the types of temporary works used on construction sites.     Identify and select the plant and equipment for earthworks, concreting and lifting operations.
Civil Engineering Technology	1 Demonstrate an understanding of shallow foundations and their construction. 2 Demonstrate an understanding of structural steelwork frame construction. 3 Demonstrate an understanding of the permanent elements of in-situ reinforced concrete frames and temporary support methods used in their construction. 4 Describe the function and common forms of retaining walls.
Mechanics for Construction: An Introduction	1 Identify and apply the units and quantities used in mechanics in a construction context.  2 Explain the basic principles of structural analysis in a construction context.  3 Complete calculations related to forces in equilibrium.  4 Complete calculations involving direct stress and strain in a construction context.
Sustainability in the Construction Industry	1 Explain the basic principles of sustainability in relation to material resources. 2 Explain the basic principles of sustainability in relation to energy used in the construction, operation and demolition of buildings. 3 Explain the basic principles of sustainability in relation to design features.

Computer Aided Drafting: An Introduction	1 Use a range of computer aided drafting
	commands.
	2 Produce 2D computer generated drawings.
Construction Site Surveying: An Introduction	Interpret information from site plans and
	Ordnance Survey maps and plans. Carry out a
	linear measurement survey and plot the
	results.
	Carry out a levelling survey and prepare a contour plan and section.
Health and Safety in the Construction	Explain the importance of site safety awareness
Industry	and training in the construction industry.
,	Describe safe working practices and emergency
	procedures used in the construction industry.
	Identify occupational health problems in the
	construction industry.
Mathematics: Craft 1	Round numbers use scientific notation,
	percentages and ratios in engineering
	contexts.
	Calculate areas, perimeters, volumes and surface areas of simple shapes in engineering
	contexts.
	Read scales, tables, graphs and charts, which
	relate to engineering applications.
	Use Pythagoras' Theorem and sin/cos/tan in
	right-angled triangles in engineering contexts.
	Substitute numerical values into simple
	engineering formulae.
Modern Methods of Construction: An	Describe the materials and systems used in the
Introduction	application of modern methods of construction for the construction industry.
	•
	Explain how waste is generated by different
	Explain how waste is generated by different methods of construction.
	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of
	Explain how waste is generated by different methods of construction.
Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and
Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction. Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify
Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.
Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic
Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction. Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate
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Mathematics for Construction Technicians	Explain how waste is generated by different methods of construction. Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.
	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.
Mathematics for Construction Technicians  Maintain professional relationships and practice in built environment design	Explain how waste is generated by different methods of construction. Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.
Maintain professional relationships and	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.  It is about communicating technical
Maintain professional relationships and	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.  It is about communicating technical information to other people and ensuring that they understand it. Pupils must be able to "talk their language" and maintain their trust and
Maintain professional relationships and	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.  It is about communicating technical information to other people and ensuring that they understand it. Pupils must be able to "talk their language" and maintain their trust and their support for their work. It is about
Maintain professional relationships and	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.  It is about communicating technical information to other people and ensuring that they understand it. Pupils must be able to "talk their language" and maintain their trust and their support for their work. It is about practising ethically.
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Maintain professional relationships and	Explain how waste is generated by different methods of construction.  Explain the ways in which modern methods of construction can improve efficiency and sustainability in the construction industry.  Evaluate and transpose engineering formulae and apply algebraic techniques to simplify mathematical expressions.  Solve linear, simultaneous and quadratic equations, sketch, evaluate and manipulate exponential and logarithmic functions.  Differentiate and integrate basic mathematical functions.  Solve problems on two dimensional vectors.  It is about communicating technical information to other people and ensuring that they understand it. Pupils must be able to "talk their language" and maintain their trust and their support for their work. It is about practising ethically.

There is no outernal	accessment for this cours	co Chudonte must successfu	ully complete each unit	to achieve the
course.	assessment for this cours	se. Students must successfu	nly complete each unit	to achieve the

#### Skills for Work: Automotive Skills National 4

Course Title	Skills for Work: Automotive Skills
Level	National 4
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm or
	Tuesday and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

# **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	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.
	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
	Automotive Skills: The Technician and
	Automotive Skills: The Car, 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 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. In order 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: Engineering Skills National 4

Course Title	Skills for Work: Engineering Skills
Level	National 4
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm or
	Tuesday 2-4pm and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

#### **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 timekeeping, following instructions and carrying out quality checks of their own work are just as important as the practical skills which they will learn.

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 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 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**

Course Title	Skills for Work: Engineering Skills
Level	National 5
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm or
	Tuesday 2-4pm and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

#### **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	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.
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	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.
	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.
	Pupils will evaluate and report their findings on
	the design, manufacture/construction, assembly, and functionality tests of the
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	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.

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. In order 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.

# Foundation Apprenticeship: Engineering Level 6

Course Title	FA: Engineering
Level	SCQF 6
Campus	Arbroath and Kingsway
Days	Year 1 Arbroath: Tuesday 9-4pm
	Year 2 Arbroath: Tuesday and Friday 9-4pm
	Year 1 Kingsway: Monday and Wednesday 2-
	5pm
	Year 2 Kingsway: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

# **Entry Requirements**

National 5 Mathematics is a mandatory requirement, and pupils must be capable of progression to Higher Mathematics. Working towards or completed Physics National 5. All applicants must have a good level of written and spoken English and demonstrate a real interest in Engineering.

# **Units to be Completed**

Mandatory Units	
F5H512 Computer aided draughting (CAD) for Engineers (SCQF LEVEL 6)	
F5JG12 Graphical Engineering Communication	
F5KC12 Engineering Manufacturing Process	
F5KD12 Engineering Materials	
F5KE12 Engineering Workshop Skills	
F5K512 Engineering Design	
F5KA12 Engineering Assembly Skills	
F5FN12 Engineering Systems	
F5D512 Engineering Project	
F3GB12 Communication	
F3HX12 Mathematic Technician1	
F5D412 Engineering Applying Information Technology	
SPE02/001A Complying with statutory regulations and organisational safety requirements	
SPE02/002A Using and Interpreting Engineering Data and Documentation	
SPE02003A Working efficiently and effectively in engineering	
SPEO2/004A Producing mechanical engineering drawings using a CAD system	
SPEO2/019A Maintaining mechanical devices and equipment	

# **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 course is a two-year programme consisting of 12 SQA modules at National level 6, 5 SVQ modules at level 5 and work placements.

Achievement of the SQA units will be carried out by assessment as part of the pupils' work placement, work placement may be altered or adapted arrangements due to Covid-19 restrictions. (Block Placements, if possible, at end of each year – Covid-19 restrictions dependant) Pupils will learn how to comply with statutory regulations and organisational safety requirements, use and interpret engineering data and documentation and work efficiently and effectively in engineering.

The Foundation Apprenticeship will also help pupils develop core skills valued by employers, particularly communication, problem solving, working with others and time management. These transferable skills are necessary and highly desirable for working in a range of other related jobs.

The topics as part of the National Certificate will depend on the area of engineering that the pupil chooses to study. These Include: Mechanical Engineering/ Vehicle Engineering/ Welding and Fabrication/ Manufacturing Engineering/ Aeronautical Engineering/ Advanced Manufacturing Engineering.

Unit	Description
Computer Aided Draughting (CAD) for Engineers	This largely practical unit is designed to allow pupils to develop knowledge, understanding and skills in Computer Aided Draughting. pupils will develop the knowledge and skills to use a commercial CAD system to create detailed, two-dimensional engineering drawings with auxiliary and sectional views. They will also import components and symbols into engineering drawings. Pupils will also develop the knowledge and skills to use a CAD system to modify existing two-dimensional drawings and create an assembly drawing.
Graphical Engineering Communication	This unit is designed to allow pupils to develop their knowledge, understanding and skills in graphical engineering communication. During pupils will learn to extract and interpret information from documents used in engineering. They will also develop the knowledge and skills to create detailed, two-dimensional drawings in both First and Third Angle Projection, which include both auxiliary and sectional views. Pupils will also learn how to produce fully developed engineering assembly drawings.
Engineering Manufacturing Process	This unit is designed to provide pupils with an opportunity to develop their knowledge and understanding of both traditional manufacturing processes such as forming, joining and machining and modern manufacturing processes such as electrodischarge machining and rapid prototyping. Pupils will also learn how to select the appropriate manufacturing processes for the manufacture of given components and plan the sequence of operations for the manufacture of components. This Unit is suitable for pupils training to be manufacturing, mechanical,

	fabrication and welding, or multi-disciplinary
	engineering technicians.
Engineering Materials	This unit is designed to provide pupils with knowledge and understanding of engineering materials. Pupils will learn to state the names and applications of a range of engineering materials and describe the properties of engineering materials.  Pupils will also develop the knowledge and understanding to describe changes in the structure and properties of engineering materials due to cold working and annealing.  Pupils will develop the knowledge and skills to carry out mechanical tests on engineering materials and develop conclusions based on the
	results obtained from these tests.
Engineering Workshop Skills	This predominantly practical unit is designed to provide pupils with knowledge and skills in complex engineering workshop hand skills. Pupils will learn to interpret and extract information from engineering drawings and other sources in relation to performing engineering workshop skills. They will also learn to select and use tools to mark out complex profiles for given specifications. Pupils will also learn how to complete planning documentation and develop the knowledge and skills to select and use engineering tools to produce components and an assembly to given specifications. Throughout the delivery of the unit, pupils will learn and apply current health and safety requirements and safe working practices as they produce the components and assembly.
Engineering Design	This unit is designed to provide pupils with the knowledge, understanding and skills to undertake simple engineering design. pupils will learn about the relationship between engineering design and product design and the factors relevant to each. They will also learn about the factors and processes involved in systematic design. They will also develop their knowledge, understanding and skills to produce a simple engineering design. This will involve pupils in finalising a design specification, developing several potential solutions to a given design brief and specification, undertaking analysis associated with the solutions, selecting and justifying the best solution and presenting this solution in an appropriate format.
Engineering Assembly Skills	Pupils will learn to identify, select and use different types of mechanical fasteners and identify a range of seals and bearings. They will also develop the knowledge and understanding to identify engineering component parts from

	various engineering information sources and complete requisition documentation to order component parts. Pupils will develop the knowledge and skills to perform complex assembly operations. They will also learn to apply current health and safety requirements and safe working practices while performing engineering assembly operations and complete a risk assessment on a given engineering assembly.
Engineering Systems	This unit is designed to provide pupils with opportunities to develop their knowledge and understanding of engineering systems.  Pupils will learn to represent engineering systems in block diagram form. They will also develop the knowledge, understanding and skills to describe and measure typical mechanical and electrical quantities present in engineering systems. Pupils will calculate different forms of mechanical and electrical energies, energy losses and efficiency in engineering systems. They will also investigate the performance of an electromechanical system. The unit is particularly suitable for those pupils training to be electrical, electronic, mechanical, manufacturing or multi-disciplinary engineering technicians.
Engineering Project	This unit has been designed to develop pupils' knowledge, understanding and skills of the processes involved in implementing an engineering project. As such, pupils will undertake a practical project from a given defined project brief. Pupils will learn how to create a project plan in which they will state project aims and objectives and develop an appropriate project time-activity chart. They will also implement the project by manufacturing a product, developing, and carrying out functional test procedures on the product. Pupils will also prepare a written technical report, which will include an evaluation of project activities in terms of the agreed project objectives and enhancements in their own personal development as a result of undertaking the project. This unit is suitable for pupils training to be electrical, electronic, fabrication and welding, manufacturing, mechanical or multi-disciplinary engineering technicians.
Communication	The focus of the Unit is on transferable communication skills: Reading, summarising, and evaluating, writing speaking and listening. For this unit, pupils are expected to be able to communicate with others at an advanced level and complete tasks with little support.

The unit is designed for those who have skill or experience in communicating in the workplace, in public, in the community, or in education and training. The work undertaken in assessments may be complex and will require previous knowledge or experience of formal documents and situations.

The unit might be suitable for pupils who are currently working towards other qualifications at SCQF levels 5 or 6, e.g. National Qualifications or SVQs.

#### Mathematic Technician 1

This unit is intended primarily for those pupils who wish to develop their knowledge and understanding of Mathematics at SCQF level 6 with a view to supporting and underpinning their studies in an engineering discipline. In such cases, delivery of the unit should be set within the context of the award to which it contributes. The unit is designed to develop aspects of the pupil's skills in numeracy, graphical communication, trigonometry and algebra, and to apply these skills in the appropriate engineering context. It is envisaged that the content of each Outcome is delivered and assessed with specific reference to the pupil's engineering specialism, where appropriate.

# **Engineering Applying Information Technology**

This unit is a mandatory unit in the National Qualifications Group Awards (NQGA) in Engineering, but it can also be undertaken as a freestanding unit. This unit is designed to extend knowledge and expertise on features of an operating system and available software application packages including software packages relevant to an engineering environment. Pupils will gain practical experience in the use of the features in these types of software, and in the development of internet search techniques. The unit will also provide pupils with information regarding the selection of appropriate software for specific tasks.

# Complying with Statutory Regulations and Organisational Safety Requirements

This EAL assessment route covers the skills and knowledge needed to prove the competences required to work safely in an engineering environment. It will prepare pupils for entry into the engineering or manufacturing sectors, creating a progression between education and employment, or it will act as a basis for the development of additional skills and occupational competences in the working environment. It covers carrying out the pupil's work activities in accordance with instructions and using safe working practices and procedures.

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Using and Interpreting Engineering Data and Documentation	This EAL assessment route covers the skills and knowledge needed to prove the competences required to make full use of text, numeric and graphical information, by interpreting and using technical information extracted from a range of documentation such as engineering drawings, technical manuals, technical specifications, reference tables and charts, electronic displays, planning and quality control documentation.
Working efficiently and effectively in engineering	This EAL assessment route covers the skills and knowledge needed to prove the competences required to cover a broad range of basic activities that will prepare the pupil for entry into the engineering or manufacturing sectors, creating a progression between education and employment, or that will act as a basis for the development of additional skills and occupational competences in the working environment.
Producing Mechanical Engineering Drawings using a CAD system	This standard covers a broad range of basic competences pupils need to set up and operate a computer aided drawing (CAD) system to produce detailed drawings for mechanical engineering activities. It will prepare pupils for entry into the engineering or manufacturing sectors, creating a progression between education and employment, or it will act as a basis for the development of additional skills and occupational competences in the working environment. The type of drawings produced will include detail component drawings for manufacturing, assembly and sub-assembly drawings, installation drawings, fault location aids such as flow diagrams, and modification drawings.
Maintaining Mechanical Devices and Equipment	This EAL assessment route covers the skills and knowledge needed to prove the competences required to cover a broad range of basic mechanical maintenance. Activities that will prepare pupils for entry into the engineering or manufacturing sectors, creating a progression between education and employment, or that will provide a basis for the development of additional skills and occupational competences in the working environment.

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. In order 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.

# National Progression Award: Rural Skills - Horticulture Level 4

Course Title	NPA: Rural Skills - Horticulture
Level	SCQF 4
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-4pm
	Kingsway: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units	Optional Units
Rural Business Investigation	Soft Landscaping: General Plantings
	Horticultural Skills

# **Progression Pathways**

- SVQs/ NVQs in Appropriate Land-based sector vocational areas
- Programmes in Further Education Colleges
- Other suitable Training or Employment

# **Course Description**

The qualification allows pupils the opportunity to develop skills and knowledge relating to Horticulture and to develop knowledge and understanding of how a rural business operates.

Much of the learning will be by experience gained from undertaking practical tasks in an outdoor environment although there will be some theoretical classroom sessions as well.

Successful completion of this qualification can provide pupils with an opportunity to progress to a full-time course in their chosen specialism.

Unit	Description
Rural Business Investigation	This unit allows pupils to develop some of the
	basic knowledge and understanding of the skills
	and operations in relation to a specific local
	rural business. The unit provides an opportunity
	for pupils to focus in on a specific enterprise of
	a local land-based business as well as
	considering the sustainability of the business
	and alternative enterprises available to it.
Soft Landscaping: General Plantings	This unit will enable the pupil to select, use,
	establish and maintain a range of plants. The
	plant groups include ground cover plants;
	bulbs; annuals; seasonal bedding; wall shrubs
	and climbers; and mixed border plantings. The
	unit can be delivered in a variety of settings
	including parks, gardens and estates. The unit is
	designed to provide the pupil with a range of
	practical skills in planting and maintaining an

	area and to provide the knowledge and understanding which underpins these horticultural practices.
Horticulture Skills	This unit is designed to provide pupils with a range of practical skills in horticulture and to provide the knowledge and understanding which underpins these horticultural practices. Pupils will have an opportunity to carry out a range of garden maintenance tasks, plant propagation practices and turf maintenance operations.

The units require pupils to develop a portfolio of evidence and this unit may lend itself to the development of an e-portfolio which could be combined with some of the theoretical assessment components of the pupil's option specialist choice. In some of the option choices, there is scope for e-learning and e-assessment of theoretical components. However, in the case of practical activities, e-assessment is not appropriate.

# National Progression Award: Investigation of Modern Agriculture Level 5

Course Title	NPA: Investigation of Modern Agriculture
Level	SCQF 5
Campus	Arbroath and Mearns Academy
Days	Arbroath: Friday 9-4pm
	Mearns Academy: TBC
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units	Optional Units
Investigation of Local Agriculture	Introduction to Agri-Tourism
Introduction to Agri-Tech and Precision Farming	

# **Progression Pathways**

- Full-time Agricultural Skills (Level 5) at Dundee and Angus College
- Programmes in Further Education Colleges
- Other suitable Training or Employment

# **Course Description**

This Agricultural programme is designed by Dundee & Angus College and validated by SQA. Much of the learning will be by experience gained from practical tasks, investigations and contact with partners from the agricultural sector.

Successful completion of this qualification can provide pupils with an opportunity to progress to a full-time course in the agricultural sector.

Unit	Description
Investigation of Local Agriculture	This unit is designed to increase awareness of local agricultural provision and opportunities for employment. Completion of the unit will allow pupils to understand why local agriculture has developed in the way it has and, upon identifying potential areas of interest, will allow pupils to identify potential areas for development in order to embark on a career in agriculture.  Pupils will:  • establish the relevance of climate, soil types and local infrastructure in the formation of local agricultural businesses.  • make contact with a local agricultural business and understand its role in local provision.  • understand the business model and employee structure of a local agricultural business.

	identify skills, knowledge, qualifications and experience required for a desired role in a local agricultural business.
Introduction to Agri-Tech & Precision Farming	Iocal agricultural business.  This unit is designed to increase awareness of the use of agricultural technology and its role in precision farming. Completion of the unit will allow pupils to understand why gathering of quality data and meta-data is vital to success, how data are collected, interpreted and how data can be used to influence management decisions on farms. Pupils will gain an understanding of fundamental skills, knowledge, experience and necessary development to gain employment in agri-tech and precision farming.  Pupils will:  Investigate uses of agri-tech both nationally and locally
	<ul> <li>Understand methods of data collection for precision farming</li> <li>Understand how collected data is analysed and, ultimately, put to use</li> </ul>
Introduction to Agri-Tourism	Agri-tourism is a broad description for businesses that provide services and products to tourists and visitors to rural areas. An Agritourism business has its roots in an agricultural or farm business. Pupils will:  • investigate and make contact with a local Agri-tourism business  • develop knowledge about the structure and strategy of a business  • develop skills in entrepreneurship and sustainable Agri-tourism business models  • investigate local Agri-tourism opportunities  • develop Core Skills in communication, problem solving and working with others.  • Create a portfolio on a local agritourism business and on agritourism opportunities locally.  • be able to work in a group or individual capacity

The units offer diverse methods of assessment including production of flow charts, academic posters, PowerPoint (or other) presentations or recorded interviews. The Agri-Tourism unit will be assessed by completion of an open-book portfolio.

# National Progression Award: Rural Skills – Animal Care Level 5

Course Title	NPA: Rural Skills – Animal Care
Level	SCQF 5
Campus	Arbroath
Days	Friday 9-1pm
Start Date	May 2021
End Date	April 2022

# **Units to be Completed**

Mandatory Units	Optional Units
Rural Business Investigation	Animal Care: Accommodation and Handling
	Animal Care: Small Animal Feeding

## **Progression Pathways**

- SVQs/ NVQs in Appropriate Land-based sector vocational areas
- Programmes in Further Education Colleges
- Other suitable Training or Employment

# **Course Description**

The qualification allows pupils the opportunity to develop skills and knowledge relating to one area of the land-based sector (Animal Care) and to develop knowledge and understanding of how a rural business operates.

Much of the learning will be by experience gained from undertaking practical tasks in an animal care setting although there will be some theoretical classroom sessions as well.

Successful completion of this qualification can provide pupils with an opportunity to progress to a full-time course in their chosen specialism.

Unit	Description
Rural Business Investigation	This unit allows pupils to develop some of the
	basic knowledge and understanding of the skills
	and operations in relation to a specific local
	rural business. The unit provides an opportunity
	for pupils to focus in on a specific enterprise of
	a local land-based business as well as
	considering the sustainability of the business
	and alternative enterprises available to it.
Animal Care: Accommodation and Handling	This unit will be suitable for pupils who have
	some basic knowledge of animal care. The aim
	is to provide appropriate theory and
	performance work that will allow the pupils to
	confidently care for and handle small animals.
Care: Small Animal Feeding	This unit may be suitable for pupils who have a
	basic knowledge of feeding small animals and
	wish to expand this knowledge to include the
	underpinning reasons for variations of diet for
	particular groups of small animals. The aim is to

introduce the concepts of lifestage feeding and
feeding according to the particular digestive
ability of that animal.

The units require pupils to develop a portfolio of evidence and this unit may lend itself to the development of an e-portfolio which could be combined with some of the theoretical assessment components of the pupil's option specialist choice. In some of the option choices, there is scope for e-learning and e-assessment of theoretical components. However, in the case of practical activities, e-assessment is not appropriate.

# **National Progression Award: Practical Science Level 5**

Course Title	NPA: Practical Science
Level	SCQF 5
Campus	Kingsway
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

# **Units to be Completed**

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

# **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 Applied Sciences programme.
- Those who successfully pass the NPA in Practical Science or 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 that will give pupils an opportunity to develop the skills required for progression to further study and/or employment. Pupils will receive a National Progression Award on successful completion of all units. The 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)
The Human Body	This unit will allow to investigate the systems of
	the Human Body, focussing on the structure
	and function of different 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)

#### **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.

# Foundation Apprenticeship: Laboratory Skills Level 6

Course Title	FA: Laboratory Skills
Level	SCQF 6
Campus	Arbroath and Kingsway
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Kingsway: Monday and Wednesday 2-
	5pm
	1 Year Kingsway: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

#### **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.

#### **Units to be Completed**

Mandatory Units	
Mathematics for Science (level 5)	
Fundamental Chemistry: An Introduction (level 6)	
Quality and Health and Safety Systems in Science Industries (level 7)	
Microbiological Techniques (level 6)	

# **Progression Pathways**

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

# **Course Description**

The first-year pupils will be enhancing their knowledge of science through the achievement of the NPA in Scientific Technologies. Pupils will then progress to a workplace in year two when vocational skills will be developed, demonstrated and assessed whilst in a laboratory setting through the achievement of the SVQ units.

# Year 1

In S5, pupils will attend college one day per week to develop their understanding of the values and principles of Laboratory Science.

#### Year 2

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

Unit	Description
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	Introduction and opportunity to view quality
Science Industries (level 7)	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 microorganisms.

There is no final exam. Each unit is assessed using the continuous assessment approach.

# **Psychology National 5**

Course Title	Psychology
Level	National 5
Campus	Arbroath
Days	Friday 9-1pm or by other arrangement
Start Date	May 2021
End Date	April 2022

# **Units to be Completed**

Mandatory Units
Research
Individual behaviour
Social behaviour
End Exam

#### **Progression Pathways**

- Higher Sociology
- Higher Psychology
- NPA Level 5 or 6 Criminology
- Advanced Certificate in Social Sciences (along with other N5's)
- Advanced Certificate in Health and Social Care (along with other N5's)
- National Certificate level 6 Early Education and Childcare (along with other N5's)

# **Course Description**

The course is suitable for anyone with an interest in developing their knowledge and understanding of human behaviour, either to pursue study and career options related to psychology or to broaden their learning experience. Pupils may have little or no prior experience of studying psychology, but an interest in human behaviour and life experience provides a good foundation to progress to this qualification.

Unit	Description
Research	This unit introduces pupils to the research process, research methods and ethics used in psychology. Pupils will develop knowledge and understanding of factors to consider when planning and carrying out psychological research. Pupils will also develop numerical skills and an understanding of psychological
	terminology.
Individual Behaviour	This enables pupils to use psychology to explain individual behaviour. Pupils will investigate topics such as sleep and dreams and learn how these topics can be explained using psychological theories. They also consider the strengths and weaknesses of different theories investigated.

Social Behaviour	This explains how interaction with others
	shapes social behaviour. Pupils will investigate
	social psychological topics such as conformity.
	Pupils will use relevant concepts and research
	evidence to explain how the thoughts, feelings
	and behaviours of individuals are developed
	through interaction within the social
	environment.

Pupils are graded at National 5 Psychology is composed of a closed book exam in May/June and an assignment submitted to SQA in April. This assignment is open book and is equivalent to a third of the their overall grade. College unit assessments and a prelim will be sat for this National 5 qualification.

There is an option for an NPA in this level of Psychology to be awarded depending upon circumstances and achievement in internal assessments. The NPA follows the same units as the National 5 and Higher qualifications. This option would be discussed with students during the academic year.

# **National Progression Award: Psychology Level 5**

Course Title	NPA: Psychology
Level	SCQF 5
Campus	Gardyne
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Research
Individual behaviour
Social behaviour
End Exam

### **Progression Pathways**

- Higher Sociology
- Higher Psychology
- NPA Level 5 or 6 Criminology
- Advanced Certificate in Social Sciences (along with other N5's)
- Advanced Certificate in Health and Social Care (along with other N5's)
- National Certificate level 6 Early Education and Childcare (along with other N5's)

## **Course Description**

The course is suitable for anyone with an interest in developing their knowledge and understanding of human behaviour, either to pursue study and career options related to psychology or to broaden their learning experience. Pupils may have little or no prior experience of studying psychology, but an interest in human behaviour and life experience provides a good foundation to progress to this qualification.

Unit	Description
Research	This unit introduces pupils to the research
	process, research methods and ethics used in
	psychology. Pupils will develop knowledge and
	understanding of factors to consider when
	planning and carrying out psychological
	research. Pupils will also develop numerical
	skills and an understanding of psychological
	terminology.
Individual Behaviour	This enables pupils to use psychology to
	explain individual behaviour. Pupils will
	investigate topics such as sleep and dreams
	and learn how these topics can be explained
	using psychological theories. They also
	consider the strengths and weaknesses of
	different theories investigated.

Social Behaviour	This explains how interaction with others
	shapes social behaviour. Pupils will investigate
	social psychological topics such as conformity.
	Pupils will use relevant concepts and research
	evidence to explain how the thoughts, feelings
	and behaviours of individuals are developed
	through interaction within the social
	environment.

College based assessments for all three units will take place to allow for completion of the NPA award. No end exam is required.

## **Psychology Higher Level 6**

Course Title	Psychology
Level	SCQF 6
Campus	Arbroath
Days	Friday 9-1pm or by other arrangement
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Research
Individual behaviour
Social behaviour
End Exam

#### **Entry Requirements**

- National 5 Biology Course or relevant component units
- Social Studies or Social Sciences Courses at SCQF level 5 or relevant component units
- Pupils' interest in Psychology and suitability for Higher Psychology will be ascertained by members of the D&A Social Science department

#### **Progression Pathways**

- Professional Development Award (PDA) in psychology, sociology and criminology
- Guaranteed articulation to HNC Social Science with passes in Higher/NPA Psychology and one other relevant Higher along with a strong course leader reference
- Range of HNC's at D&A College with Higher/NPA Psychology and one other relevant Higher
- Together with other Highers, first year entry into University to study subject such as criminology, psychology, sociology, social science, social anthropology, history, law, management, human resources, marketing and other social sciences or humanities routes
- Employment areas include criminal justice system, social work, health and care, childhood practice, teaching, civil service, housing, human resources, marketing, journalism and many more

#### **Course Description**

Psychology provides pupils 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 pupils 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 pupils to investigate psychological approaches and research, which will promote their understanding of individual and social behaviour. Pupils will analyse and evaluate concepts, theories and approaches, and will draw on research evidence to explain human behaviour.

Unit	Description
Research	This unit examines the research process, research methods and ethics used in
	psychology. Pupils will develop knowledge and understanding of factors to consider when

	planning and carrying out psychological
	planning and carrying out psychological
	research. Pupils will also develop numerical
	skills and an understanding of psychological
	terminology.
Individual behaviour	The general aim of this unit is to enable pupils
	to analyse individual behaviour. Pupils will
	investigate topics and learn how these topics
	can be explained, using psychological
	approaches and theories; one topic examined
	in this unit is sleep and dreams. Pupils 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 pupils
	to analyse how interaction with others shapes
	behaviour. Pupils 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. Pupils
	will apply psychological knowledge and
	understanding to explain examples of everyday
	social behaviour, one being conformity and
	obedience.
	obedience.

Pupils grades in Higher Psychology 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 the pupils overall grade. College unit assessments and a prelim will be sat for this Higher qualification.

If not sitting the end exam, an NPA in Psychology will be awarded upon successful completion of the unit assessments.

# **National Progression Award: Sociology Level 5**

Course Title	NPA Sociology*
Level	SCQF 5
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Human Society
Social Issues
Culture and Identity

## **Progression Pathways**

- NPA Sociology (Level 6)
- NPA/Higher Psychology (Level 6)
- NPA Criminology (Level 5 or 6)
- Advanced Certificate in Social Sciences (along with other N5's)
- Advanced Certificate in Health and Social Care (along with other N5's)
- National Certificate level 6 Early Education and Childcare (along with other N5's)

## **Course Description**

The course is suitable for anyone with an interest in developing their knowledge and understanding of human behaviour, either to pursue study and career options related to sociology, and social sciences, or to broaden the pupils learning experience. Pupils may have little or no prior experience of studying sociology, but an interest in human behaviour and life experience provides a good foundation to progress to this qualification.

Unit	Description
Human Society	This unit introduces pupils to the sociological
	approach to studying human societies. Pupils will investigate the research methods used in
	sociology and describe human behaviour from
	different sociological perspectives.
Social Issues	During this unit, pupils will develop a sociological understanding of contemporary
	social issues, one being differential
	achievement in the education sector. An
	examination of contributing characteristics
	(ethnicity, gender, class etc.) will also occur.

<sup>\*</sup>Approval of the NPA Sociology qualification is pending. Pupils will be awarded an Award in Sociology if NPA not approved by May 2021.

	Using sociological theories and research, pupils
	will explain why these social issues still occur.
Culture and Identity	This unit investigates the relationship between
	culture and identity by examining norms, values
	and the socialisation process. Pupils will also
	examine identity formation and diversity in
	cultures and subcultures.

College based assessments for all three units will take place to allow for completion of the NPA award. No end exam is required.

# **National Progression Award: Sociology Level 6**

Course Title	NPA: Sociology*
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Human Society
Social Issues
Culture and Identity

## **Progression Pathways**

- Professional Development Award (PDA) in psychology, sociology and criminology.
- Together with other Highers a range of HNC at D&A College
- Together with other Highers, first year entry into University to study subject such as criminology, psychology, sociology, social science, social anthropology, history, law, management, human resources, marketing and other social sciences or humanities routes
- Employment areas include criminal justice system, social work, health and care, housing, childhood practice, teaching, civil service, human resources, police force, marketing, Scottish Prison Service, journalism and many more

## **Course Description**

The course is suitable for anyone with an interest in developing their knowledge and understanding of human behaviour, either to pursue study and career options related to sociology, and social sciences, or to broaden the pupils learning experience. An interest in human behaviour is necessary to allow pupils to excel in this subject.

Unit	Description
Human Society	This unit introduces pupils to the sociological
	approach to studying human societies. Pupils
	will investigate the research methods used in
	sociology and describe human behaviour from
	a variety of differing sociological perspectives
	including Marxism, feminisms, functionalism
	and social interactionism.
Social Issues	During this unit, pupils will develop a
	sociological understanding of contemporary
	social issues, one being class stratification. An
	examination of contributing characteristics
	(ethnicity, gender, ownership) will also occur.

<sup>\*</sup>Approval of the NPA Sociology qualification is pending. Pupils will be awarded an Award in Sociology if NPA not approved by May 2021.

	Using sociological theories and research, pupils will explain why these social issues still occur in
	modern society.
Culture and Identity	This unit investigates the relationship between
	culture and identity by examining the
	socialisation process. It also examines differing
	levels of power and status between different
	cultures and groups in society.

College based assessments for all three units will take place to allow for completion of the NPA award. No end exam is required.

# **National Progression Award: Criminology Level 5**

Course Title	NPA: Criminology
Level	SCQF 5
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## Units to be Completed

Mandatory Units
Criminology: Crime in the Community
Forensic Science: Applications
Criminology: Crime Scenes

## **Progression Pathways**

- NPA Sociology (Level 6)
- NPA/Higher Psychology (Level 6)
- NPA Criminology (Level 6)
- Advanced Certificate in Social Sciences (along with other N5's)
- Advanced Certificate in Health and Social Care (along with other N5's)
- National Certificate level 6 Early Education and Childcare (along with other N5's)

## **Course Description**

The course is suitable for anyone with an interest in developing their knowledge and understanding of human behaviour, either to pursue study and career options related to criminology, the criminal justice system and/or law. Pupils may have little or no prior experience of studying criminology, but an interest in human behaviour and life experience provides a good foundation to progress to this qualification.

Unit	Description
Criminology: Crime in the Community	Categorising of crime, by the police, will be
	examined and applied to your local community.
	An examination of the reporting of crime will
	also occur, with the emotive language used by
	the press, being scrutinised. Crime prevention
	in our local community will be analysed too.
Forensic Science: Applications	This unit introduces pupils to the fundamental
	techniques of forensic science allowing them to
	develop skills in biology, chemistry and physics.
	Pupils will also develop basic research and
	information handling skills. The unit is suitable
	for pupils with an interest in general science
	and its practical applications as well as for
	those who are looking to access further studies
	in forensic related areas.

Criminology: Crime Scenes	During this unit, pupils will develop an
	understanding of the different types of physical
	evidence available at a crime scene, the
	importance of preserving evidence and how
	this evidence is utilised. Pupils will also develop
	an understanding of psychological evidence
	available at a crime scene and how that
	information can be used to understand the
	scene.

College based unit assessments for all three units will take place to allow for completion of the NPA award. No end exam is required.

## **National Progression Award: Criminology Level 6**

Course Title	NPA: Criminology
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

#### **Entry Requirements**

Existing evidence of National 5 study in relevant subjects.

### Units to be Completed

Mandatory Units	
Criminology: Crime Scenes	
Criminology: Nature and Extent of Crime	
Criminology: Forensic Psychology	

#### **Progression Pathways**

- Professional Development Award (PDA) in psychology, sociology and criminology.
- Higher Psychology
- Together with other Highers a range of HNC at D&A College.
- Together with other Highers, first year entry into University to study subject such as criminology, psychology, sociology, social science, social anthropology, history, law, management, human resources, marketing and other social sciences or humanities routes.
- Employment areas include criminal justice system, social work, health and care, housing, childhood practice, teaching, civil service, human resources, police force, marketing, Scottish Prison Service, journalism and many more.

#### **Course Description**

Crime drama and documentaries are extremely popular: CSI, Mindhunters, Making of a Murderer, Killing Eve, The Sinner, Wire in the Blood, Sherlock Holmes to name but a few. But, what about real-life crime? In reality, we need to understand how crime scenes are investigated and used to elicit essential evidence. We look to theory and crime data to create a picture about the nature and extent of crime. This course takes three SQA units and combines them to provide pupils with a balanced mix of theory, data analysis, and provides an understanding of how physical and psychological evidence is gathered and used. These three units give pupils a recognised National Progression Award (NPA) in Criminology.

Unit	Description
Crime Scene	The unit 'Crime Scene' explores crime scene
	protocol and the range of evidence which may
	be present. It focuses on real life cases which
	illustrate psychological evidence from a crime

	scene and offender profiling. For this unit, use
	of the Scottish Police Services Authority:
	Forensic Services website will be used to
	understand crime scene protocol and we use
	television shows such as the CSI franchise and
	short YouTube clips to illustrate particular
	aspects of physical evidence to be collected.
Nature and Extent	The unit will illustrate the ways in which
	criminologists use data and examine material
	from the British Crime Survey, thereby
	establishing the link between criminological
	theory and the statistical evidence and research
	strategies. Pupils will be introduced to the
	variety of criminological theories and the
	particular perspectives they give to the
	explanation of criminal behaviour.
Forensic Psychology	This unit introduces to the work of forensic
	psychologists in the police, courts and the
	prison estate. Pupils will develop an
	understanding of different psychological
	theories of criminal behaviour, including
	psychopathy. Pupils will also have the
	opportunity to explore extraordinary criminal
	behaviour.

A combination of open and closed book assessments as required by the SQA.

# **Professional Development Award: Psychology Level 7**

Course Title	PDA: Psychology
Level	SCQF 7
Campus	Arbroath and Gardyne
Days	Arbroath: Tuesday 9-1pm
	Gardyne: Monday and Wednesday 2-5pm
Start Date	May 2021
End Date	April 2022

#### **Entry Requirements**

Pupils must have 2 Highers in relevant subjects in order to undertake this PDA.

#### **Units to be Completed**

Mandatory Units	
Psychology A: History and Development of Psychology	
Psychology B: Explanation and Research of Psychological Topics	

## **Progression Pathways**

- Successful completion of the PDA provides the opportunity of progressing to a full HNC qualification in Social Sciences or first year entry to university (together with Highers or equivalent)
- Completion of HNC Social Science may lead to second year entry for many related degree courses at our partner universities
  - University of St Andrews degrees in social anthropology, psychology, history, English and other humanities
  - o Abertay University degrees in social science, criminology and sociology.
  - o Robert Gordon University (RGU) degrees in social science
  - University of Highlands and Islands (UHI) degrees in social science, history, politics, sociology and criminology
  - University of Aberdeen degrees in anthropology, history, psychology, sociology, philosophy and geography
  - University of Dundee degrees in liberal arts

## **Course Description**

This course will allow pupils to develop a knowledge and understanding of the historical development of psychology. Pupils will examine four schools of thought in psychology, explaining how each developed, as well as the key features that differentiate one from another. Pupils will develop evaluation skills as pupils examine each school of thought. From here, pupils will then go on to analyse theory related to specific topics in psychology and conduct a piece of research.

Unit	Description
Psychology A	This unit aims to develop their knowledge and
	understanding of the historical development of
	Psychology. Pupils will explore and evaluate
	four schools of thought - Psychoanalytic,
	Behaviourist, Cognitive and Biological.

Psychology B	In Psychology B pupils will apply their
	knowledge gained in Psychology A to three
	different psychological topics. These topics can
	include psychopathy, attachment and early
	socialisation and pro-social behaviours such as
	altruism. Theoretical debates on these topics
	are explored and a range of research studies
	are critically evaluated. Pupils will also plan and
	carry out research into one of the topics,
	collate and analyse results, draw conclusions
	and complete a report of the research to a
	prescribed psychological report format.

A combination of open and closed book assessments as required by the SQA.

# **Professional Development Award: Criminology Level 7**

Course Title	PDA: Criminology
Level	SCQF 7
Campus	Arbroath and Gardyne
Days	Arbroath: Tuesday 9-1pm
	Gardyne: Monday and Wednesday 2-5pm
Start Date	May 2021
End Date	April 2022

#### **Entry Requirements**

It is suggested that pupils may have the NPA Criminology from S5 in order to undertake this PDA but any student with two relevant Highers, and an interest in the subject area, will also be accepted.

## **Units to be Completed**

Mandatory Units
Criminology: the accused's journey
Scottish Criminal Procedure
Youth and Community Justice

### **Progression Pathways**

- Successful completion of the PDA provides the opportunity of progressing to a full HNC qualification in Social Sciences or first year entry to university (together with Highers or equivalent).
- Completion of HNC Social Science may lead to second year entry for many related degree courses at our partner universities:
  - University of St Andrews degrees in social anthropology, psychology, history, English and other humanities
  - University of Aberdeen degrees in anthropology, history, psychology, sociology, philosophy and geography
  - Abertay University degrees in social science, criminology and sociology.
  - University of Dundee degrees in liberal arts
  - o Robert Gordon University (RGU) degrees in social science
  - University of Highlands and Islands (UHI) degrees in social science, history, politics, sociology and criminology

## **Course Description**

This PDA is designed to introduce pupils to a selection of topics and areas of debates that inform contemporary justice. Pupils will develop and understanding of the process of the accused's journey from arrest through to release. Youth and community justice will also be examined, allowing pupils to gain an understanding of how youths are processed in the Scottish Criminal Justice System.

Unit	Description
Criminology: the accused's journey	This unit looks at the accused's journey from
	initial arrest through disposal, including any
	trial and sentencing, within the Scottish
	Criminal Justice System. It also looks at the

	efficacy of the Scottish System in comparison
	with other criminal justice systems.
Scottish Criminal Procedure	This unit is designed to provide the pupil with
	knowledge, understanding and the practical
	skills required in the process of Scottish
	Criminal Procedure in relation to both summary
	and solemn proceedings. Cases from first
	hearings through to appeals will be examined.
Youth and Community Justice	This unit is designed to enable pupils to
	understand the behaviour of people who are
	involved in the youth and community justice
	system. It will provide pupils with knowledge of
	psychological and sociological theories relating
	to crime, deviance and normality. It will also
	provide pupils with the opportunity to examine
	the legislative and policy framework relevant to
	offending behaviour.

A combination of open and closed book assessments as required by the SQA.

# Skills for Work: Early Learning and Childcare National 4

Course Title	SFW: Early Learning and Childcare
Level	National 4
Campus	Arbroath and Gardyne
Days	Arbroath: 9-1pm
	Gardyne: Monday and Wednesday 2-4 pm
Start Date	May 2021
End Date	April 2022

## Units to be Completed

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

# **Progression Pathways**

- Early Learning 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 Learning and Childcare affords a broad link to the care, learning and development of children aged 0–12 years.

Unit	Description
Child Development	This unit is designed to introduce pupils to aspects of child development and the key milestones of development from pre-birth to 12 years. An investigation will build upon this knowledge through research of one particular aspect of child development. Presentation of these findings will be supported by an evaluation which will develop this skill as well
	as the skill of reflection.
Play in Early Learning and Childcare	This unit allows pupils to develop a basic understanding of a variety of types of play and

	how play contributes to the development of the child. It allows pupils to explore a variety of play types and describe a range of play experiences within different types of play. Pupils will demonstrate an understanding of the appropriateness and value of play opportunities for the learning and development of children. Pupils have the opportunity to plan practical play experiences.
Working in Early Learning and Childcare	This unit allows pupils to develop a basic understanding of different types of provision in the Early Learning and Childcare sector and to
	describe how the sector supports children and
	families. Pupils will discuss some of the main
	skills and qualities required to work with
	children aged 0–12 years.
Care of Children	This unit is designed to allow pupils to gain a
	basic understanding of how the needs of
	children can be met. Pupils are required to
	plan, demonstrate and review caring skills that
	meet these needs.

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 assessments.

## Skills for Work: Early Learning and Childcare National 5

Course Title	SFW: Early Learning and Childcare
Level	National 5
Campus	Arbroath and Gardyne
Days	Arbroath: 9-1pm
	Gardyne: Monday and Wednesday 2-4 pm
Start Date	May 2021
End Date	April 2022

### **Units to be Completed**

Mandatory Units	Optional Units
Working in Early Learning and Childcare	Care and Feeding of Children and Young People
Play in Early Learning and Childcare	
Development and Well-being of Children and	
People	

#### **Progression Pathways**

- National Certificate Group Award in Early Education and Childcare
- PDA, Education Support Assistance
- FA Social Services Children and Young People
- 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 Learning and Childcare.

The emphasis of this course is to help pupils prepare for working in the early learning and childcare sector and to develop employability skills. They will develop a range of knowledge and skills required for this vocational area. The course is designed as an introduction to Early Learning 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 Learning 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.

The National 5 Course in Early Learning and Childcare affords a broad link to the care, learning and development of children aged 0–18 years.

Unit	Description
Working in Early Learning and Childcare	This unit allows pupils to develop an
	understanding of the Early Learning and
	Childcare sector and to explain ways in which
	the sector meets the care, learning and
	development needs of children and young
	people. Pupils will consider career options
	within the sector and the skills, values,
	knowledge and qualifications required to fulfil
	these roles. They will reflect on their own skills,
	qualities, attitudes and achievements in
	relation to these.
Play in Early Learning and Childcare	This unit allows pupils to develop an
	understanding of the benefits of play for
	children and young people. The pupils will
	demonstrate how children and young people
	benefit from a range of play experiences
	through planning, preparing and reviewing play
Davidson and Wall being of Children and	experiences in a simulated context.
Development and Well-being of Children and	This unit is designed to introduce pupils to the
Young People	principles of development and wellbeing of children and young people. 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 wellbeing of
	children and young people and how a variety of
	factors may affect their development.
Care and Feeding of Children and Young	This unit enables pupils to examine the specific
People	needs of a baby and continuing needs of a
	child, and how meeting these needs
	contributes to the holistic development of the
	child. The unit also provides pupils with the
	opportunity to examine issues in relation to
	feeding of babies and the provision of food and
	drink to children and young people within Early
	Learning and Childcare settings. Pupils will also
	develop an awareness of appropriate practice
	in relation to provision of hygiene for children.

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 assessments.

## Foundation Apprenticeship: Early Learning and Childcare Level 6

Course Title	FA: Early Learning and Childcare
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Gardyne: Monday and Wednesday 2-
	5pm
	1 Year Gardyne: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

This apprenticeship can be undertaken as either a 1 year programme (6<sup>th</sup> Year) or a 2 year programme (across 5<sup>th</sup> and 6<sup>th</sup> year).

**1 year programme (6<sup>th</sup> Year)** – pupils in Angus will attend college one day a week and attend a childcare placement one day a week. Pupils in Dundee will attend college two afternoons a week and attend placement a two afternoons a week.

#### **Entry Requirements**

Minimum of 5 National 4 passes, one of which must be in an Academic Area. Must demonstrate a genuine interest in this vocational area.

#### **Progression Pathways**

- 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

### **Course Description**

While in college, pupils will study childcare SQA units, which make up a National Progression Award at SCQF Level 6. Pupils will learn about different childcare topics such as: Safeguarding, Play, Communicating with Children and Development and Wellbeing of Children. These childcare theory units provide underpinning knowledge required for completing 4 Scottish Vocational Qualifications (SVQ) units linked to their practice and experience while on placement. Therefore, in total, over the year, pupils will complete 8 SQA units which complete the full Foundation Apprenticeship award.

**2** year programme (5<sup>th</sup> & 6<sup>th</sup> Year) – in 5<sup>th</sup> year pupils in Angus will attend college one day a week. In Dundee pupils will attend college two afternoons a week. Pupils will study childcare SQA units, which make up a National Progression Award at SCQF Level 6. Pupils will learn about different childcare topics such as: Safeguarding, Play, Communicating with Children and Development and Wellbeing of Children.

Then in 6<sup>th</sup> year pupils in Angus will undertake a placement in a childcare setting one day a week. Pupils in Dundee will undertake a placement two afternoons a week. While there they will complete 4 Scottish Vocational Qualifications (SVQ) units linked to their practice and experience while on placement. Therefore, in total, over the two years, pupils will complete 8 SQA units which complete the full Foundation Apprenticeship award.

#### Skills for Work: Health Sector National 5

Course Title	SFW: Health Sector
Level	National 5
Campus	Arbroath and Gardyne
Days	Arbroath: 9-1pm
	Gardyne: Monday and Wednesday 2-4 pm
Start Date	May 2021
End Date	April 2022

#### Units to be Completed

Mandatory Units
Health Sector: Working in the Health Sector
Health Sector: Life Sciences Industry and the Health Sector
Health Sector: Improving Health and Well-being
Health Sector: Physiology of the Cardio-Vascular System
Health Sector: 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 pupils 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 develop and expand on content introduced in 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	Description
Working in the Health Sector	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.  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.
Life Sciences Industry and the Health Sector	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.
Improving Health and Well-being	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.
Physiology of the Cardio-Vascular System	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.  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.
Working in Non-Clinical Roles	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.

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 assessments.

## Foundation Apprenticeship: Social Services and Health Care Level 6

Course Title	FA: Social Services and Health Care
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Gardyne: Monday and Wednesday 2-
	5pm
	1 Year Gardyne: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

## **Entry Requirements**

Minimum of 5 National 4 passes, one of which must be in an Academic Area. Must demonstrate a genuine interest in this vocational area.

### **Progression Pathways**

- 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

#### **Course Description**

This apprenticeship can be undertaken as either a 1-year programme (6<sup>th</sup> Year) or a 2-year programme (across 5<sup>th</sup> and 6<sup>th</sup> year).

**1-year programme (6<sup>th</sup> Year)** – pupils in Angus will attend college one day a week and attend a placement one day a week. Pupils in Dundee will attend college two afternoons a week and attend placement two afternoons a week.

While in college, pupils will study health and social care SQA units, which make up a National Progression Award at SCQF Level 6. Pupils will learn about different topics such as: Effective Communication, Safeguarding, Human Development, Services for People. These theory units provide underpinning knowledge required for completing 4 Scottish Vocational Qualifications (SVQ) units linked to their practice and experience while on placement. Therefore, in total, over the year, pupils will complete 8 SQA units which complete the full Foundation Apprenticeship award.

**2-year programme (5<sup>th</sup> & 6<sup>th</sup> Year)** – in 5<sup>th</sup> year pupils in Angus will attend college one day a week. In Dundee, pupils will attend college two afternoons a week. Pupils will study health and social care SQA units, which make up a National Progression Award at SCQF Level 6. Pupils will learn about different topics such as, Effective Communication, Safeguarding, Human Development, Services for People.

Then in 6<sup>th</sup> year, pupils in Angus will undertake a placement one day a week. Pupils in Dundee will undertake a placement two afternoons a week. While there they will complete 4 Scottish Vocational Qualifications (SVQ) units linked to their practice and experience while on placement. Therefore, in total, over the two years, pupils will complete 8 SQA units which complete the full Foundation Apprenticeship award.

Skills for Work: Sport and Recreation National 5

Course Title	SFW: Sport and Recreation
Level	National 5
Campus	Arbroath – Saltire Centre
	Gardyne
Days	Arbroath: 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **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	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	In this unit, pupils will gain experience in setting- up and dismantling and storing equipment. They will learn how to:  • move and handle equipment in compliance with manufacturers' instructions and centre/organisational requirements  • check for faults in equipment and deal with them  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.

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

# **National Progression Award: Professional Cookery Level 4**

Course Title	NPA: Professional Cookery
Level	SCQF 4
Campus	Arbroath
Days	Friday: 9-1pm
Start Date	May 2021
End Date	April 2022

### **Units to be Completed**

Pupils are required to successfully complete 4 credits including 3 mandatory units and 1 optional unit.

Mandatory Units	Optional Units
Food Preparation Techniques – An Introduction	Craft Baking: An Introduction
Food Hygiene for the Hospitality Industry	
Cookery Processes: An Introduction	

## **Progression Pathways**

Upon successful completion of this course pupils can choose to progress with their studies to complete a Skills for Work in Hospitality at level 5 as part of the Senior Phase programme.

On successful completion of the Senior Phase programme, pupils will be able to apply for a full-time course to study National Certificate in Hospitality Operations (Level 5) or Professional Cookery at Level 5 at college.

#### **Course Description**

This National Progression Award (NPA) at level 4 introduces pupils to techniques that are important in professional cookery. It develops practical, technical and transferable skills in food preparation and cooking, and provides bite-sized chunks of learning that are straightforward for learners to study.

#### **Unit Contents**

Unit	Description
Food Preparation Techniques: An Introduction	This unit will allow pupils to develop basic
	techniques utilising a range of preparation
	equipment.
Food Hygiene for the Hospitality Industry	Pupils will develop the knowledge,
	understanding and practical skills required to
	comply with food safety legislation in a
	professional work environment.
Cookery Processes: An Introduction	This unit will enable pupils to demonstrate
	underpinning knowledge associated with a
	range of cookery processes and carry out the
	cookery processes in a safe and hygienic
	manner.
Craft Baking: An Introduction	This unit will introduce pupils to craft baking.
	Pupils will learn about ingredient storage,
	equipment and terminology, while preparing,
	baking and finishing a range of bakery goods.

# **Assessment Method**

Ongoing practical observation, portfolio of evidence and online tests.

# **Skills for Work: Hospitality National 5**

Course Title	SFW: Hospitality
Level	National 5
Campus	Arbroath
Days	Friday: 9-1pm
Start Date	May 2021
End Date	April 2022

#### **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**

- NPA Hospitality Operations Level 6 (Senior Phase)
- NC Hospitality Operations (Full time)
- Professional cookery SVQ Level 2 (Full time)

### **Course Description**

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	Description
Developing Skills for Working in Hospitality	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.
	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.

Developing Skills for Working in the Professional Kitchen	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.
Front of House Operations	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.
Hospitality Events	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.

To achieve the course pupils must successfully complete all the units which make up the group award. Ongoing practical observation, short answer questions and portfolio of evidence will be used to assess competency.

# **National Progression Award: Hospitality Level 5**

Course Title	NPA: Hospitality
Level	SCQF 5
Campus	Kingsway
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

# **Units to be Completed**

Mandatory Units	
Working in the Hospitality Industry – 2 credits	
Food and Beverage Operations – 2 credits	

## **Progression Pathways**

• NPA Level 6 in Hospitality (Senior Phase)

# **Course Description**

The NPA in Hospitality at Level 5 introduces pupils to the hospitality industry and explores the scope of the industry, the career paths, job roles within it and the employability skills that underpin them. It involves a period of work experience. Pupils who successfully complete this course can progress to the NPA Level 6 in Hospitality as part of the Senior Phase programme or progress to NC Hospitality Level 5 on a fulltime basis at College.

## **Unit Contents**

Unit	Description
Working in the Hospitality Industry	This unit introduces pupils to the scope and
	breadth of the hospitality industry, including
	the wide variety of job roles and career
	pathways available. Pupils will research and
	explore a hospitality business in detail in order
	gain an appreciation of the diversity within the
	industry. Pupils will also undertake a work
	placement, which will help to develop both
	vocational and employability skills.
Food and Beverage Operations	This unit is designed to give pupils an
	understanding of food and beverage service
	operations in a variety of hospitality
	organisations. Pupils will develop the
	knowledge and practical skills needed to serve
	food and beverages in a casual dining
	environment. This will cover all aspects of a
	food and beverage service, from preparing for
	and delivering a professional food and
	beverage service, through to clearing and
	reinstating the service area.

## **Assessment Method**

Ongoing practical observation, portfolio of evidence and online tests.

# **National Progression Award: Hospitality Level 6**

Course Title	NPA: Hospitality
Level	SCQF 6
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units	Optional Units
Customer Care Excellence in Hospitality – 1	Food Hygiene for the Hospitality Industry – 1
credit	credit
	Food Service Styles – 2 credits

#### **Progression Pathways**

Upon successful completion of this course pupils can choose to progress with their studies to a full-time course to study Certificate in Hospitality Operations (Level 6) at college or apply for first line entry level employment within the Hospitality Industry.

## **Course Description**

This National Progression Award (NPA) at level 6 provides a more advanced study of the topics in the NPA at SCQF level 5. The key mandatory unit is about developing excellence in customer care, which lies at the heart of all successful hospitality businesses, it introduces pupils to the role of the team leader in hospitality and offers optional units covering specialist areas such as food and beverage service, reception and accommodation servicing. It provides a foundation for those interested on progressing to college programmes.

## **Unit Contents**

Unit	Description
Customer Care Excellence in Hospitality	This unit is designed to enable pupils to develop the knowledge and understanding of leading a team to provide excellent customer care and how this contributes to the success of hospitality organisations.
Food Hygiene for the Hospitality Industry	This unit is designed to develop the knowledge, understanding and practical skills required to comply with food safety legislation, safety in a professional kitchen or food service environment.
Food Service Styles	This unit is designed to give pupils an understanding of the variety of advanced or complex food service styles found in the hospitality industry. This unit will enable pupils to develop the knowledge and practical skills needed to lead a team to serve food and accompanying beverages following different types of advanced service style.

#### **Assessment Method**

Ongoing practical observation, portfolio of evidence and online tests.

## Foundation Apprenticeship: Food and Drink Technologies Level 6

Course Title	FA: Food and Drink Technologies
Level	SCQF 6
Campus	Arbroath and Kingsway
Days	Arbroath: Tuesday 9-4pm
	Kingsway: Monday and Wednesday 2-5pm
Start Date	May 2021
End Date	April 2023

### **Units to be Completed**

Mandatory Units	
Year 1	
Food Manufacture: Fundamentals of Food Science – 1 credit	
Food Manufacturing: Food Production – 1 credit	
Food Manufacturing: Commercial and Social Drivers – 1 credit	
Food Manufacturing Sustainability – 1 credit	
Elementary Food Hygiene – 1 credit	
REHIS Elementary Health and Safety – 1 credit	
Year 2	
Develop a New Product in a Food Business – 1 credit	
Develop Productive Working Relationships with Colleagues – 1 credit	
Interpret and Communicate Information and Data in Food and Drink Operations – 1 credit	
Promote and Support Creative Thinking in a Food Business – 1 credit	

### **Entry Requirements**

The Foundation Apprenticeship is open to pupils in S5 and S6 and is anticipated to take 2 years to complete. Pupils will apply to the programme with support from their school. This a highly theoretical course, pupils need to have the capability to work at SCQF level 6 (the same level as Higher) and have:

- a good level of written and spoken English and Numeracy skills
- an interest in working in the food and drink manufacturing industries
- · motivation to succeed within industry
- a willingness to work with due regard to food safety and health & safety
- communication and team working skills

### **Progression Pathways**

Successful pupils can choose to progress with their studies, these may include the following:

- A Modern Apprenticeship Food and Drink Operations at SCQF Level 6
- Higher National Certificate/Diploma Food Science and Technology
- Higher Education Studies at University

## **Course Description**

Pupils complete the National Progression Award (NPA) in Food Manufacture at SCQF Level 6 and the Awards in Health and Safety and Food Hygiene at SCQF Level 5. They also complete 5 units from the SVQ in Food and Drink Operations at SCQF Level 6 and a work placement.

# **Unit Contents**

Unit	Description
Food Manufacture: Fundamentals of Food	The purpose of this unit is to give pupils an
Science	overview of the science and associated
	legislation underpinning the food and drink
	manufacturing industry. Pupils will develop a
	knowledge and understanding of the chemical
	composition and nutritional properties of
	various foods. Pupils will investigate the
	legislation that is associated with the food and
	drink manufacturing industry, including the
	relevant microbiology and food safety aspects.
Food Manufacturing: Food Production	The purpose of this unit is to give pupils an
	overview of the structure of the food and drink
	manufacturing industry, from field or sea to
	table. The content will introduce pupils to food
	production that is undertaken in a range of
	sectors.
Food Manufacturing: Commercial and Social	This unit is to give pupils an overview of the
Drivers	influence of the economic climate and social
	attitudes on the food and drink manufacturing
	industry. Pupils will develop knowledge and
	understanding of how consumers and retailers
	affect the economic and social trends in the
	food and drink manufacturing industry.
Food Manufacturing Sustainability	This unit is to enable pupils to research and
	make an informed evaluation of the
	sustainability of the agricultural procedures,
	primary processing and manufacturing
	processes involved in the food and drink
	industry. Pupils will research procedures for a
	specific food or drink product in order to
	evaluate whether the production processing
Flamentam Facilities	and distribution is sustainable.
Elementary Food Hygiene	The Elementary course, offered by REHIS, is
	designed for all food workers in the food
	industry. The course provides pupils with knowledge and understanding of the need for
	high levels of hygiene in the preparation,
	storage and service of food in commercial
	environments to prevent contamination and
	food poisoning.
REHIS Elementary Health and Safety	The Elementary course, offered by REHIS, is
nerno Elementary ficultification safety	designed for all workers. The course provides
	pupils with practical information and advice
	that will help them and employers (or those
	undertaking duties in a voluntary capacity)
	ensure that their work activities are carried out
	safely reducing any risk to themselves or
	others.
	otiici3.

# **Assessment Method**

Reports, ongoing observation, portfolio of evidence, short answer questions and multiple-choice questions.

# VTCT: Extended Award in Hair and Beauty Skills (VRQ) Level 1

Course Title	VTCT: Extended Award in Hair and Beauty Skills
Level	Level 1
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm
	or Tuesday 2-4pm and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

#### 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 1 Diploma in beauty Therapy
- Introduction to make-up Artistry (VTCT Level 1 Diploma in an introduction to the Hair and Beauty sector)
- VTCT SVQ 1 Hairdressing and Barbering at SCQF Level 4
- VTCT Level 2 Diploma in Beauty Therapy Studies Full Time Course (Skills dependant)
- VTCT Level 2 Diploma in Barbering Full Time Course (Skills dependant)
- 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 the pupil to progress to the next level of vocational learning. All the units in this qualification directly prepare pupils for further study in the hair and beauty sector. This qualification includes all the required elements to develop pupil's practical hair and beauty skills including a mandatory unit in create a hair and beauty image using colour. Pupils will also have the opportunity to develop their understanding and skills further including: Hand and Nail Care, Make-up Application, Blow-drying Hair, Winding Skills and Shampooing and Conditioning Hair. Pupils will also have the opportunity to develop their knowledge and understanding of the importance of health and safety within a salon environment.

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 blowdry one length hair sections, creating a smooth finish. They will identify the condition and the thickness of hair they are working on to be able to choose a product that will support the blowdry. 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.

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: Extended Award in Hair and Beauty Skills (VRQ) Level 2

Course Title	VTCT: Extended Award in Hair and Beauty Skills
Level	Level 2
Campus	Arbroath and Kingsway
Days	Arbroath: Friday 9-1pm
	Kingsway: Monday and Wednesday 2-4pm
	or Tuesday 2-4pm and Thursday 1-3pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

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

## **Progression Pathways**

- VTCT Level 1 Diploma in beauty Therapy
- Introduction to make-up Artistry (VTCT Level 1 Diploma in an introduction to the Hair and Beauty sector)
- VTCT SVQ 1 Hairdressing and Barbering at SCQF Level 4
- VTCT Level 2 Diploma in Beauty Therapy Studies Full time course (Skills dependant)
- VTCT Level 2 Diploma in Barbering Full time course (Skills dependant)
- 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 pupils to progress to the next level of vocational learning and prepare them for the specific job roles of a hairdressing or beauty therapy apprentice. This qualification includes all the required elements to develop their practical hair and beauty skills including a mandatory unit in creating an image based on a theme. Pupils will also have the opportunity to develop their understanding and skills further by including: Basic nail art, Basic skincare, Basic photographic make-up, Blowdrying and finishing hair and basic plaiting and twisting hair. Pupils will also have the opportunity to develop their knowledge and understanding of the importance of health and safety within a salon environment.

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 their finished image.

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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 a 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.
Shampoo and treat hair	Through this unit, pupils will learn how to
	shampoo and treat the hair. They will learn
	about a variety of products that are used during
	the service and how and when to use different
	massage techniques. Pupils will learn how to
	identify the condition of a client's hair, which
	will help them decide which products and
	massage techniques to use. Pupils will learn
	how to avoid tangling the hair when
	shampooing and treating the hair, how to give
	their client advice on products to use at home
	and how to massage and comb their own hair
	correctly.
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
Racic plaiting and twicting	recreate it.
Basic plaiting and twisting	recreate it. Through this unit, pupils will learn how to
Basic plaiting and twisting	recreate it.  Through this unit, pupils will learn how to create a look using twists and a fishtail plait by
Basic plaiting and twisting	recreate it.  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
Basic plaiting and twisting	recreate it.  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
Basic plaiting and twisting	recreate it.  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
Basic plaiting and twisting	recreate it.  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
Basic plaiting and twisting	recreate it.  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

maintenance of the twist and plait and how to
remove it.

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.

# National Progression Award: Web Design level 5

Course Title	NPA: Web Design
Level	SCQF 5
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

# **Entry Requirements**

Entry to this award is at the discretion of the centre. However, Computing Science at SCQF level 4, NPA Software Development at SCQF level 4 or Experience of writing HTML, CSS and programming may be helpful for completion of this course.

# **Units to be Completed**

Mandatory Units
Computing: Website Graphics
Computing: Website Design and Development
Computing: Interactive Multimedia

## **Progression Pathways**

- HNC Digital Design and Web Development
- HNC Computing
- Foundation Apprenticeship in Creative & Digital Media
- Certificate in Computing, Games and Technology
- Modern Apprenticeship in Web Development/Digital Marketing/Creative & Digital Media

# **Course Description**

Web design is a process of planning and building a collection of electronic files that make up the colours, text styles, structure, graphics, images, and use of an interactive website. This course is designed for pupils' who wish to gain the knowledge and skills required in the field of web design and development. Pupils will learn how to build their own website through HTML and CSS programming and use graphic design to create their own images. This course will provide pupils with the basic skills needed to work in the web or digital design industry or to study further in these areas.

Unit	Description
Computing: Website Design and Development	Pupils will learn the process of building a website using HTML and CSS by gathering requirements through a client brief. Pupils will learn to plan, design and test their own website.
Computing: Website Graphics	This unit focuses on website graphics. Pupils will capture, create and optimise their own graphics and develop an understanding of the usability and legal issues associated with using graphics on websites. Pupils will build a web

	page to incorporate their optimised images and
	graphics.
Computing: Interactive Multimedia	This unit will teach pupils how to add
	interactive elements to the website that they
	have designed and created. Elements such as
	Drop-down/fly-out menu — Photo gallery —
	News ticker or video file can be included and
	incorporated into their design.

Within all units, pupils will undertake a mixture of closed book assessment questions to demonstrate they understand the key theory and concepts of the unit and practical based assessment in which pupils will need to demonstrate the technical skills in the form of a small project.

# **National Progression Award: Cybersecurity Level 5**

Course Title	NPA: Cybersecurity
Level	SCQF 5
Campus	Arbroath and Gardyne
Days	Arbroath: Friday 9-1pm
	Gardyne: Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Entry Requirements**

Entry to this award is at the discretion of the centre. However, Computing Science at SCQF level 4, may be helpful for completion of this course.

## **Units to be Completed**

Mandatory Units
Data Security
Digital Forensics
Ethical Hacking

#### **Progression Pathways**

- HNC in Cyber Security
- HNC Computing
- Foundation Apprenticeship in Hardware and Technical Support
- Certificate in Computing, Games and Technology
- Modern Apprenticeship in IT

## **Course Description**

Cybersecurity is the protection of internet-connected systems, including hardware, software and data, from cyberattacks. This course is designed for young people who wish to gain the knowledge and skills required in the field of cyber security and ethical hacking. Pupils will learn techniques on how to perform information gathering, network & vulnerability scanning, and methods on how to recover hidden data. Pupils will be introduced to the creation of exploits and the steps performed during a penetration test, while also learning the basic skills needed to work in a computing role or to progress to study in the areas of cyber security and ethical hacking.

Unit	Description
Data Security	Pupils will explore corporate data security and
	data security breaches and learn techniques for
	the development of a business security
	strategy.
Digital Forensics	Pupils will learn about the digital forensics
	process gaining knowledge of data acquisition,
	data analysis and the reporting of forensics
	examinations. Pupils will learn practical skills
	enabling them to report digital evidence and
	analyse and interpret data which is required to
	an enquiry under investigation.

Ethical Hacking	With this unit pupils will learn about the
	knowledge and skills used by ethical and
	malicious hackers. Pupils will be able to
	distinguish between methods used by ethical
	and malicious hackers to compromise
	individuals' and organisations' computer
	systems, as well as applying these skills to
	identify vulnerabilities.

Within all units' pupils will undertake a mixture of closed book assessment questions to demonstrate they understand the key theory and concepts of the unit and practical based assessment in which pupils will need to demonstrate the technical skills in the form of a small project.

# Foundation Apprenticeship: Creative and Digital Media Level 6

Course Title	FA: Creative and Digital Media
Level	SCQF 6
Campus	Arbroath And Gardyne
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Gardyne: Monday and Wednesday 2-
	5pm
	1 Year Gardyne: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

## **Entry Requirements**

A good level of English and Mathematics (National 5) or completion of Web/Graphic Design and Development Skills for Work class. Other relevant knowledge and experience will be considered and will be discussed with course leader.

## Units to be Completed

Mandatory Units
Creative Industries: An Introduction
Creative Industries: Understanding a Creative Brief
Scotland Media: Understanding the creative process
Work effectively with others in the Creative Industries
Ensure their Own Actions Reduce Risks to Health and Safety
Communicating Using Digital Marketing/Sales Channels
Use Digital and Social Media in Marketing Campaigns
Industry Challenge Project
Media Project

## **Progression Pathways**

- A Modern Apprenticeship: On completing the Foundation Apprenticeship, pupils will have already achieved core units of the Modern Apprenticeship in Creative and Digital Media. Pupils will have the right skills and experience to choose to progress to a related Modern Apprenticeship, such as Creative and Cultural or Digital Applications.
- Further Education: Continue their studies at college, with an HNC or HND in a creative or digital subject. The pupil's workplace experience will support their college application.
- **University:** Foundation Apprenticeships are recognised as equivalent to SQA Highers by all Scottish universities. Pupils will already have quality experience in the industry this will make their UCAS stand out from the crowd. This apprenticeship also provides pupils with 42 UCAS tariff points. Find out more about points on the <u>UCAS website</u>.
- Straight to a job: Use their qualification and work experience to find a job in the creative industries.

#### **Course Description**

This is a Foundation Apprenticeship that lets pupils bring their ideas to life.

There is a career for pupils in Scotland's thriving creative industry – whatever their interests. It's one of Scotland's most diverse sectors, covering architecture, TV, radio, film, fashion and textiles, cultural heritage, design, journalism, publishing, music, visual arts, gaming and more.

Pupils could do roles such as:

- Broadcast journalist
- TV or film producer
- Lighting technician
- Dance teacher
- Actor
- Fashion designer
- Graphic designer
- Photographer

Unit	Description
Creative Industries: An Introduction	Creative Industries: An Introduction – Scotland
	is crucial in providing pupils with an
	understanding of the industry and allowing
	them to make informed choices of the sector
	they would like to pursue a career. The unit is
	intended to provide a basic introduction to the
	Creative Industries and the opportunities that
	exist within it. Pupils will carry out some
	research into a minimum of four different
	sectors, before selecting a sector of personal
	interest to focus on.
Creative Industries: Understanding a Creative	This unit will allow pupils to investigate, analyse
Brief	and evaluate the purpose, language and
	structure of creative briefs. Pupils will gain
	experience of ways in which they might
	interpret a brief in order to effectively and
	efficiently respond to its demands. Pupils will
	consider the range of interdependencies, the
	completion milestones, the impact of the process on the end product and how to
	respond to the client's needs. Pupils will
	consolidate their understanding of a brief
	through a range of activities and will identify
	their strengths and interests individually and/or
	collaboratively
Scotland Media: Understanding the creative	The purpose of this Unit is to introduce pupils
process	to the creative nature of working in the area of
·	media. Pupils will learn about the 'creative
	process' in media, which refers to the process
	of generating creative concepts and ideas and
	selecting appropriate media platforms to
	implement these ideas. Pupils will be
	introduced to the key elements within the
	creative process — media platforms, media
	commissioning, audience research and legal

	controls — and will learn about the key features of each. Pupils will have the opportunity to work individually or as part of a group to generate and develop their own creative concept
Work effectively with others in the Creative Industries	This unit assesses the ability to work professionally and effectively with others in the pupil's own and partner organisations, and to work towards common business functions,
Ensure Pupils Own Actions Reduce Risks to Health and Safety	goals and visions.  This unit is designed to demonstrate competence in following the health and safety duties required in the workplace within the
	scope of the relevant Health and Safety legislation and organisational requirements. The unit requires pupils to have an appreciation of perceived risks in the workplace and know how to respond appropriately
Communicating Using Digital Marketing/Sales Channels	This unit assesses the ability to use digital media for marketing and communications.  Pupils need to understand target audiences and best methods of reaching them, and how to use relevant software and systems, in line with the organisational objectives.
Use Digital and Social Media in Marketing Campaigns	This unit assesses understanding of planning requirements for the use of digital and social media, and how to market to targeted customers, using digital and social media.
Media Project	In this unit, pupils will learn how to prepare for, plan and produce a media production. Pupils will generate and develop media ideas to satisfy a project brief. They will produce a portfolio of all their research materials, a detailed project plan and a risk assessment. They will then produce a finished piece of media content and evaluate their experience throughout the process

Within all units, pupils will be required to gather a portfolio of evidence of the skills that they have learned in both the classroom and the workplace. They will also undertake a mixture of closed book assessment questions to demonstrate they understand the key theory and concepts of the unit and practical based assessment in which pupils will need to demonstrate the technical skills in the form of a small project.

## Foundation Apprenticeship: Networking and Cyber Security Level 6

Course Title	FA: Networking and Cybersecurity
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Gardyne: Monday and Wednesday 2-
	5pm
	1 Year Gardyne: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

## **Entry Requirements**

A good level of English and Maths (National 5). Other relevant knowledge or experience will be considered and will be discussed with the D&A College course leader.

#### Units to be Completed

Mandatory Units	
Security Fundamentals	
Network Fundamentals	
Server Administration Fundamentals	
Personal Effectiveness 2	
Health and Safety in IT & Telecom	
IT & Telecom System Operation 2	
Testing IT & Telecom Systems 2	
Working with IT & Telecoms Hardware	
and Equipment 1Data Security	

#### **Progression Pathways**

- A Modern Apprenticeship: On completing pupils Foundation Apprenticeship, pupils will have already achieved core units of the Modern Apprenticeship in IT and Telecoms, giving pupils a head start.
- A Graduate Apprenticeship: Pupils will have the right skills and experience to progress to a Graduate Apprenticeship in IT.
- Further Education: Continue studies at college, with an HNC or HND in an ICT and digital subject. Pupils workplace experience will support their college application.
- University: Foundation Apprenticeships are recognised as equivalent to SQA Highers by all Scottish universities.
   Pupils will already have quality experience in the industry this will make pupils UCAS stand out from the crowd.
   This apprenticeship also provides pupils with 42 UCAS tariff points. Find out more about points on the UCAS website.
- Straight to a job: Use their qualification and work experience to find a job in the ICT and digital technologies industry.

#### **Course Description**

ICT and digital technologies play a part in everything we do. In Scotland, over 90,000 people work in digital technology roles and the current average full-time salary for digital technology roles is £37,500, over 30% higher than the Scottish average.

There is never been a better time to start an ICT career. A Foundation Apprenticeship in IT:

# Hardware and System Support could lead to jobs like:

Cyber security analyst IT support technician Security administrator Network manager

As well as opportunities with technology employers, pupils will find ICT and digital technology jobs in many other sectors such as healthcare, financial services and the creative industries. Even if pupils haven't considered or studied digital technologies before, these jobs could offer pupils an alternative way to use maths, science and problem-solving skills.

Unit	Description
Security Fundamentals	This unit introduces pupils to fundamental approaches to security in modern computing environments. The unit looks at layers of security and how to secure operating systems.
	The Unit also looks at methods of applying
	security in computer networks and using
	software to secure systems.
Network Fundamentals	This unit introduces pupils to the theory of modern computer networks. Pupils are introduced to the basic concepts of computer networking such as the different types of networks, network devices and network media.
	The unit also covers the theory which
	underpins the way data is transferred over a computer network and the use of the network protocols and network utilities in that data transfer
Server Administration Fundamentals	This unit introduces fundamental approaches
	to server administration in modern computing environments. It covers the role of servers and how they support users and computer management, server installations, storage solutions and performance and maintenance.
Personal Effectiveness 2	This unit allows pupils to develop own personal and professional skills, looking at working as a member of a team to achieve defined goals, understand what is meant by professional practice, understand the ethical and legislative environment relating to IT activities, and improve organisational effectiveness.
Health and Safety in IT & Telecom	This unit is designed to ensure pupils are aware of and follow the Health and Safety procedures that are in place within their workplace and applicable to their job role. Pupils will explore the various sources of information on Health and Safety available to them.
IT & Telecom System Operation 2	This unit introduces the pupils to the technical architecture of an IT or Telecom system, how to operate the system and how to carry out maintenance.

Testing IT & Telecom Systems 2	This unit introduces pupils to the principles of IT & Telecoms testing to plan and carry out the testing of system Components and interpret
Working With IT & Tolocome Hardware	test results.
Working With IT & Telecoms Hardware	This unit introduces pupils to know how to work with IT and
	Telecoms hardware and equipment and to
	carry out work activities on IT and Telecoms
	hardware and equipment.

Within all units, pupils will be required to gather a portfolio of evidence of the skills that they have learned in both the classroom and the workplace. They will also undertake a mixture of closed book assessment questions to demonstrate they understand the key theory and concepts of the unit and practical based assessment in which pupils will need to demonstrate the technical skills in the form of a small project.

## Foundation Apprenticeship: Software Development Level 6

Course Title	FA: Software Development
Level	SCQF 6
Campus	Arbroath And Gardyne
Days	2 Year Arbroath: Tuesday 9-4pm
	1 Year Arbroath: Tuesday and Friday 9-4pm
	2 Year Gardyne: Monday and Wednesday 2-
	5pm
	1 Year Gardyne: Monday, Tuesday, Wednesday
	2-5pm and Thursday 1-4pm
Start Date	May 2021
End Date	April 2023

## **Entry Requirements**

A good level of English and Mathematics (National 5) or completion of Web/Graphic Design and Development Skills for Work class. Other relevant knowledge and experience will be considered and will be discussed with course leader.

#### Units to be Completed

Mandatory Units
Computing: Applications Development
Computing: Authoring a Website
Software Design and Development
Health and Safety in IT & Telecom 4
Personal Effectiveness 2
Investigating and Defining Customer Requirements for IT & Telecoms Systems 2
Data Modelling 1
Event Driven Computer Programming 2

## **Progression Pathways**

- A Modern Apprenticeship: On completing their Foundation Apprenticeship, pupils will have already achieved core units of the Modern Apprenticeship in IT and Telecoms, giving pupils a head start.
- A Graduate Apprenticeship: Pupils will have the right skills and experience to progress to a Graduate Apprenticeship in IT.
- Further Education: Continue their studies at college, with an HNC or HND in an ICT and digital subject. Their workplace experience will support their college application.
- University: Foundation Apprenticeships are recognised as equivalent to SQA Highers by all Scottish universities. Pupils will already have quality experience in the industry this will make their UCAS stand out from the crowd. This apprenticeship also provides pupils with 42 UCAS tariff points. Find out more about points on the UCAS website.
- Straight to a job: Use their qualification and work experience to find a job in the ICT and digital technologies industry.

## **Course Description**

Gaming, virtual reality, cyber security – the digital world is changing fast. Pupils could help decide where it goes next.

In Scotland, over 90,000 people work in digital technology roles. The current average full-time salary for digital technology roles is £37,500, which is over 30% higher than the Scottish average of £28,000.

With this Foundation Apprenticeship, pupils will be setting there self-up for roles that are in demand not just now, but in the future too. As a software or web developer, pupils can use their skills to create programs, robotic systems, apps and websites. As a database administrator or network Manager pupils would design and build computer systems to store and manipulate vital information.

Unit	Description
Computing: Applications Development  Computing: Authoring a Website	The purpose of this unit is to enable pupils to develop skills in applications development. Pupils will learn how to design and create applications using their chosen development environment, before developing an application. In the process they will develop their programming, problem solving and computational thinking skills, as well as a knowledge and understanding of design concepts. Pupils will also develop knowledge and understanding of the different methodologies and approaches for testing and evaluation as they test their application and critically evaluate the process, their application and their own performance  This Unit is designed to give pupils experience
Computing. Authoring a Website	in the planning and development of a small website to meet a client requirement. Pupils will be introduced to the main factors that can affect both the website performance and viewing experience for the website user. Pupils will gain the knowledge and skills required to take forward a brief for a website by planning and designing before producing the website. They will be introduced to HTML and CSS and learn how to use web authoring tools to produce a website. Finally, pupils will upload the website and perform functional and performance testing.
Software Design and Development	The general aim of this unit is to develop knowledge and understanding of advanced concepts and practical problem-solving skills in software design and development through appropriate software development environments. Pupils will develop their programming and computational thinking skills by designing, implementing, testing and evaluating practical solutions and explaining how these programs work. They will also develop an understanding of computer architecture and the concepts that underpin how programs work. Pupils will also gain an awareness of the impact of contemporary computing technologies.
Health and Safety in IT & Telecom 4	This unit is designed to ensure pupils are aware of and follow the Health and Safety procedures that are in place within their workplace and

	applicable to their job role. Dunils will evalore
	applicable to their job role. Pupils will explore
	the various sources of information on Health
	and Safety available to them.
Personal Effectiveness 2	This unit allows pupils to develop own personal
	and professional skills, looking at working as a
	member of a team to achieve defined goals,
	understand what is meant by professional
	practice, understand the ethical and legislative
	environment relating to IT activities, and
	improve organisational effectiveness.
Investigating and Defining Customer	This unit will introduce pupils to how to
Requirements for IT & Telecoms	investigate and define system requirements
Systems 2	looking at functionality in terms of inputs,
	processes and outputs and capacity including
	numbers of users, throughput, and data
	storage.
Data Modelling 1	This unit will explore the concepts of logical
	data modelling and introduce pupils to use data
	modelling techniques to create logical data
	models.
Event Driven Computer Programming 2	This unit will introduce pupils how to
	implement refine and test a software design
	using event driven programming.

Within all units, pupils will be required to gather a portfolio of evidence of the skills that they have learned in both the classroom and the workplace. They will also undertake a mixture of closed book assessment questions to demonstrate they understand the key theory and concepts of the unit and practical based assessment in which pupils will need to demonstrate the technical skills in the form of a small project.

# **HNC Computing Networks and Ethical Hacking Level 7**

Course Title	HNC Computing Networks and Ethical Hacking
Level	SCQF 7
Campus	Gardyne
Days	Monday and Wednesday 2-5pm
Start Date	April 2021
End Date	May 2023

#### **Entry Requirements**

Entry to this award is at the discretion of the centre. However, 3 passes at National 5 level in appropriate subjects may be considered suitable for entry.

#### Units to be Completed

Mandatory 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
Software Development Programming Foundations
Security Concepts

## **Progression Pathways**

- Further HN Computing programmes, to be discussed at time of finishing course.
- Abertay University BSc (Hons) Computing Year 2
- Other University Computing Programmes

## **Course Description**

Computing is one of the most dynamic employable industries today. The world is now reliant on computers and people with digital skills. With this course pupils can gain the key skills and knowledge required to work in almost any sector in the future. Computer Sciences and IT skills can be applied to almost any sector and almost all companies require highly computer-literate employees. This course introduces pupils to the world of software, networking and ethical hacking. Pupils will study this subject over a period of 2 years and they will receive an HNC Computing which is at SQA Level 7 which can also give them an accelerated option to 2<sup>nd</sup> year of College or University.

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	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.  On completion of the unit pupils should be able to:  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 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.
HNC Computing Exam	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.

Cloud Computing	This unit is intended to give pupils an introduction to the fundamentals of cloud computing and the associated terminology and technology. 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.  On completion of the unit pupils should be able to:  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
Software Development Programming fundamentals	small to medium sized enterprise.  The unit will allow pupils to understand the importance of good design and good programming practices within programming. Pupils should consolidate basic programming skills and introduce more complex programming program structures. Pupils should be able demonstrate understanding of the concepts of modularity, parameter passing and objects
Security Concepts	The purpose of this unit is to introduce pupils to the threats faced by contemporary networks and the methods (and products) employed to mitigate these threats. Pupils will discuss the classes, features, methods and products employed under the heading Intrusion Prevention Systems.

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.

# **National Progression Award: Photography Level 5**

Course Title	NPA: Photography
Level	SCQF 5
Campus	Gardyne
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

# **Units to be Completed**

Mandatory Units
Understanding Photography
Photographing People
Photographing Places
Working with Photographs

# **Progression Pathways**

On successful completion of the NPA Photography course, and through the production of a strong portfolio of work, students may progress on to full time study on the level 6 – Certificate in Photography course at the Gardyne Campus.

## **Course Description**

This course in aimed at pupils with an interest but with no formal qualification in photography or portfolio of work. The course will allow students to explore hands on photography and gain introductory knowledge in this field before progression on to full time study.

Unit	Description
Understanding Photography	This unit provides pupils with the knowledge
	and skills to develop their understanding of
	different aspects of photography. The unit
	includes photographic terminology, simple
	evaluation of technical and creative aspects and
	prepares pupils for further study. This is a
	mandatory unit in the National Progression
	Award in Photography at SCQF level 5 but is
	also suitable for use as a free-standing Unit.
Photographing People	The purpose of this unit is to broaden the
	pupils' skills and experience in photography,
	specifically developing understanding of how to
	photograph people. Pupils will review a range
	of photographs of people and different styles
	and approaches. Building on this, they will then
	plan a series of sessions where they can
	develop their skills in directing and posing
	people for photographic assignments. Pupils
	will select the best images from their work and
	present them. The unit has been developed as
	part of the National Progression Award in
	part of the Hational Flogression / Ward in

Photography at SCQF level 5 and is a mandatory unit but may be delivered as a free- standing unit. No previous experience of photography is required, and it may facilitate progression to further photographic studies.  Photographing Places  This unit develops and broadens skills in photography/creative media. Pupils will select examples of photographs of places/locations both interior and location photographs. Based on this research they will plan a series of sessions where they can develop their skills in framing and creating interesting and dynamic viewpoints for photographic images. Pupils will select the best images from their work and present them. This is a mandatory unit and has been developed as part of the National Progression Award in Photography at SCQF level 5 but may also be delivered as a freestanding unit. No previous experience of photography is required, and it may facilitate progression to further photographic studies.  Working with Photographs  This unit develops understanding of what makes a good image. Pupils will initially gather and select images to enhance. They will decide how best to enhance them, and the images will be named, filed and stored for easy retrieval. Pupils will then present the images for a given purpose. This unit has been developed as part of the National Progression Award in Photography at SCQF level 5. It is a mandatory unit within the NPA but may also be delivered as a free-standing unit. No previous experience of photography is required, and it may facilitate		T
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progression to further photographic studies.		

Ongoing assessment of work throughout year with final submission of completed work and portfolio images.

# **National Progression Award: Digital Media Level 5**

Course Title	NPA: Digital Media
Level	SCQF 5
Campus	Gardyne
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Art and Design: Web Content
Art and Design: Digital Video Skills
Art and Design: Animation Skills

# **Progression Pathways**

The destinations and progression routes for pupils completing these awards are HND Visual Communication & HND Computer Arts and Design.

# **Course Description**

These National Progression Awards are designed for individuals who are currently working in or desire to work in the art and design based creative industries sector or pupils who want to develop applied skills in the contemporary uses and applications of digital media in art and design.

## **Unit Contents**

Unit	Description
Art and Design: Web Content	Pupils begin studying the Art and Design: Animation Skills unit to provide them with an overview of the development of animation in the production of basic animation sequences using traditional and computer techniques.
Art and Design: Digital Video Skills	The next unit to be delivered is Art and Design: Digital Video Skills that requires the pupils to research the use, storage and creative process behind the development of digital video content for art and design. Pupils have the opportunity to plan and create a video sequence, developing applied understanding of camera and filming techniques and basic editing and storage processes.
Art and Design: Animation Skills	Finally, pupils undertake the Art and Design: Web Content unit that allows pupils to develop and extend their applied understanding of creating web content for art and/or design contexts. This provides them with the chance to reinforce earlier research skills in the identification of a range and variety of web- based content usage.

# **Assessment Method**

Continuous internal/external assessment with the focus on portfolio production and submission.

# **National Progression Award: Dance Level 5**

Course Title	NPA: Dance
Level	SCQF 5
Campus	Kingsway
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Units to be Completed**

Mandatory Units
Dance: Choreography
Dance: Alternative
Dance: Contemporary

# **Progression Pathways**

Pupils who successfully complete the course can audition for the one-year NC Dance programme at The Scottish School of Contemporary Dance based in the Space at Dundee and Angus College. There is then potential to progress onto further training at HNC/HND level.

#### **Course Description**

The National Progression Award (NPA) in Dance at SCQF level 5 (Intermediate 2) is an introductory qualification in Dance in which pupils explore choreography and gain an appreciation of dance skills and techniques. It allows pupils to develop knowledge, understanding and skills in choreography and two different styles; Contemporary and alternative techniques such as Hip Hop and Street Dance. Pupils will also research and analyse dance styles and practitioners, putting their learning into context.

Unit	Description
Dance: Choreography	This is a mandatory unit in which pupils will
	develop choreographic skills which will allow
	them to create movement, use stimuli and
	analyse a dance piece by an established
	choreographer. They will be introduced to
	choreographic devices and stimuli for creating
	movement and put these skills into practice
	through tutor-led tasks and workshops. Pupils
	will also have the opportunity to develop
	critical thinking skills within the context of
	analysing an established dance piece.
Dance: Alternative	This Unit is designed to introduce pupils to an
	alternative dance form and its particular
	technique (Hip hop/street dance) Pupils will
	have the opportunity to research and describe
	a chosen dance form. They will develop an
	understanding of the dance form and learn to
	develop and demonstrate relevant skills before
	performing in the chosen style.
	This unit is suitable for pupils who would like to
	develop general dance technique skills and for

	those who wish to continue to study at Higher
	level.
Dance: Contemporary	In this unit pupils, will be introduced to skills
	and techniques in the style of contemporary
	dance. They will develop the fundamentals of
	the technique, which will incorporate warm up,
	floor work, travelling and sequences. Pupils will
	also have the opportunity to contextualise their
	learning by recreating movement in the style of
	a choreographer. They will also undertake
	some research into the choreographer and
	dance repertoire.
	This unit is suitable for pupils who are
	interested in developing contemporary dance
	technique and for those who wish to continue
	to study contemporary dance at Higher level.

Assessments are on-going throughout the course. Some will conclude in a short practical presentation along with short written reports/logbooks and or oral presentations.

# Professional Development Award: Introduction to Tutoring English to Speakers of other Languages (ESOL) – Level 6

Course Title	PDA: Introduction to Tutoring English to
	Speakers of other Languages
Level	SCQF 6
Campus	Gardyne
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

## **Entry Requirements**

- have National 5 English or Higher ESOL
- have an awareness of language that will enable them to complete tasks
- · have an awareness and understanding of different cultural values
- enjoy participating in group work and learning from experience
- have basic ICT skills

## **Units to be Completed**

Mandatory Units	
Unit 1 - Language and Learning in ESOL	
Unit 2 - Developing ESOL Tutoring Skills	

## **Progression Pathways**

On successful completion of PDA ITESOL pupils will have the knowledge and skills:

- to enable them to work as volunteers / assistants in ESOL classes,
- to apply for the internationally recognised Cambridge CELTA course
- which are relevant for studying languages, education and teaching at degree level

## **Course Description**

The course is designed to provide those who are new to ESOL with the basic necessary skills and knowledge to deliver ESOL classes in a supported context as volunteers or assistants.

As well as introducing key terminology, it will provide participants with opportunities to explore the nature of language learning from a pupil's perspective and develop the skills necessary for planning and delivering successful lessons.

Unit	Description
Unit 1 - Language and Learning in ESOL	<ul> <li>Explain factors affecting ESOL Learning</li> <li>Identify lexical, grammatical and phonological features of the English Language</li> </ul>
	<ul> <li>Describe language skills</li> <li>Explain factors affecting language selection in ESOL tutoring</li> </ul>
Unit 2 - Developing ESOL Tutoring Skills	Describe strategies for managing an effective learning environment

<ul> <li>Plan and deliver ESOL tutoring sessions</li> <li>Select appropriate learning resources and design appropriate tasks</li> </ul>
<ul> <li>Review the planning and delivery of ESOL tutoring sessions</li> </ul>

- Unit 1- Assessment is by a written assignment, an oral presentation, closed book tests.
- Unit 2- Assessment is based on a portfolio of observation records, plans and a selection of resources and tasks for tutoring sessions and a review of pupils ESOL tutoring experience.

# National Progression Award: Business and Marketing Level 5

Course Title	NPA: Business and Marketing
Level	SCQF 5
Campus	Gardyne
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

#### **Units to be Completed**

Mandatory Units
Management of Marketing and Operations
Marketing: Basic Principles
Understanding Business
Skills for Customer Care
Promoting a Business

## **Progression Pathways**

On successful completion of the NPA, it is envisaged that employment could be gained in the business sector in one of the following areas:

- Marketing Assistant
- Customer Service Assistant
- Sales Assistant

## In addition, D&A offers the following progression routes:

- Advanced Certificate in Business
- Advanced Certificate in Business: Administration & IT

#### **Course Description**

The NPA in Business and Marketing at SCQF level 5 has been designed to give pupils the practical skills and theoretical knowledge required to work in a modern Business environment.

In order to gain this award, pupils must successfully complete all five credits. There are no specific entry requirements. However, it is beneficial if pupils have completed National Qualifications or relevant SCQF level 4 Units.

The units in the NPA will equip pupils with skills such as:

- practical ICT skills
- working with internal and external customers
- employability skills
- adaptability/flexibility
- working with others
- customer care skills
- communication

Unit	Description
Management of Marketing and Operations	The general aim of this unit is to develop pupils' 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.  Pupils who complete this unit will be able to:  1. Apply knowledge and understanding of how the marketing function contributes to the success of small and medium sized organisations  2. Apply knowledge and understanding of how the operations function contributes to the success of small and medium sized organisations
Marketing: Basic Principles	This is an introductory unit designed to enable pupils to develop a practical knowledge and understanding of the application of marketing concepts and techniques. Pupils will be introduced to the fundamental marketing concepts of the marketing mix, market segmentation and market research.  Pupils who complete this unit will be able to:  1. Apply the marketing mix to the marketing of a specific product or service.  2. Apply the concept of market segmentation to the marketing of a specific product or service.  3. Apply methods of market research to a specific product or service.
Understanding Business	The general aim of this unit is to develop the pupils understanding of the business environment.  The unit will develop skills, knowledge and understanding by carrying out activities relating to the role of business organisations and entrepreneurship in society.  It introduces pupils to the main roles, activities and functions associated with businesses and other organisations. The unit will allow pupils to explore issues relating to the external environment in which organisations operate and the effect this can have on organisational activity.  Pupils who complete this unit will be able to:  1. Give an account of the key objectives and activities of small and medium-sized business organisations  Apply knowledge and understanding of factors that impact on the activities of small and medium-sized business organisations

Skills for Customer Care	The unit is intended to develop knowledge
Skiils for Customer Care	and understanding of customer care. Pupils
	will consider the key principles of good
	customer care and how this affects the
	success of an organisation.
	The importance of developing relationships
	with customers, various different
	communication techniques and ways of
	establishing a rapport with customers are
	considered. The unit also allows pupils to
	consider the importance of gathering,
	recording and acting upon customer
	feedback.
	Pupils who complete this unit will be able to:
	Explain the key principles of customer
	care in an organisation.
	Demonstrate customer care skills in
	routine interactions.
	3. Demonstrate customer care skills when
	dealing with dissatisfied customers.
	Explain the importance of feedback from
	customers to improving customer care in an
	organisation.
Promoting a Business	The purpose of this unit is to provide an
	introduction to the promotional element of
	the marketing mix and how this is used in
	business. Pupils will develop their knowledge
	of the promotional mix elements. On
	completion of this unit pupils will be able to
	explain the purpose of promotion in business,
	identify the key aspects of the promotional
	mix and put together a campaign for a
	promotional business campaign.
	Pupils who complete this unit will be able to:
	1. Explain the role of promotion in business.
	2. Describe the key elements of the
	promotional mix.
	Plan a promotional campaign for a business.

There is no final exam. Each unit is assessed using the continuous assessment approach.

# **National Progression Award: Events Level 6**

Course Title	NPA: Events
Level	SCQF 6
Campus	Kingsway
Days	Monday and Wednesday 2-4pm
Start Date	May 2021
End Date	April 2022

#### **Units to be Completed**

Mandatory Units
Event Organisation
Events Costing: An Introduction
Corporate Events: An Introduction
Branding: An Introduction

# **Progression Pathways**

- HNC Events at Dundee and Angus College
- Degree in Events Management
- Post Graduate Courses
- Employment Opportunities:
- Management (varying levels) positions in Events Companies, Hotels, Conference
- Centres and Tourism Organisations.
- At this level many are successful at opening their own Events Company

## **Course Description**

This course is designed to provide pupils with skills and knowledge required to plan, organise and implement an event. They will demonstrate skills in working with others to plan and implement a real-life event. They will learn to review and evaluate their own and their team's contributions and performance. Skills developed will include budgeting and financial planning, resource management, logistics and the marketing of a range of events such as exhibitions, fashion shows, sporting events and charitable functions.

Unit	Description
Event Organisation	In this practical unit pupils will develop an understanding of the requirements of event planning; the methods involved in implementation of events and will work with others to apply these concepts in the planning and organisation of, and participation in, a specific event. Pupils will evaluate the success of the event and the contribution of
	participants to this.
Events Costing: An Introduction	The purpose of this unit is to provide pupils with the knowledge and skills to carry out a range of costings and calculations, including break-even point in relation to events, and to operate a petty cash system.

Corporate Events: An Introduction	This unit is designed to provide pupils with an introduction to corporate events. It will provide pupils with the skills and knowledge required to organise a corporate event from a venue perspective and will highlight the planning and organisational responsibilities required.
Branding: An Introduction	This unit is an introduction to the concept of branding products and services. It will look at the elements used in branding to create an image, the use of the marketing mix to develop branding and the range of branding strategies available to an organisation. The unit will also provide pupils with the opportunity to review and evaluate a chosen brand.  The unit will be of interest to a wide range of pupils, particularly those interested in marketing, advertising and consumer behaviour related subjects.

Continuous internal assessment including both open and closed book assessments and observations.

# Foundation Apprenticeship: Business Level 6

Course Title	FA: Business
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	2 Year option - Arbroath
	Year 1: Tuesday 9-4pm
	Year 2: Workplace Friday 9-4pm
	1 Year option - Arbroath
	Tuesday 9-4pm and
	Friday 9-4 pm Workplace <u>(S6 option only)</u>
	2 Year option - Gardyne
	Year 1: Monday and Wednesday 2-5pm
	Year 2: Workplace Monday and Wednesday 2-
	5pm
	1 Year option - Gardyne
	Monday and Wednesday 2-5pm
	Tuesday and Thursday Workplace 2-5 pm (S6
	option only)
Start Date	May 2021
End Date	April 2022

# **Entry Requirements**

Entry requirements over 2 years (5th & 6th year): A good level of English and Mathematics at National 5 level. A Business subject would be advantageous.

Entry requirements over 1 year (6th year): Higher Business.

# **Units to be Completed**

Mandatory Units	
Year 1 (NPA in Business Skills)	
Understanding Business	
Management of People and Finance	
Web Apps: Word Processing	
Web Apps: Spreadsheets	
Contemporary Business Issues	
Years 2	
Work Placement (Work placement & SVQ in Business & Administration)	

# **Progression Pathways**

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

# **Course Description**

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 and gain valuable work-based learning. The tasks include:

- 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 customers or service users so they can further develop their skills. In addition, they will develop skills in personal reflection so that connections are made to previously gained knowledge.

Pupils 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 pupils on this Foundation Apprenticeship where appropriate.

During the work placement, pupils will complete four SVQ units at SCQF level 6, which are assessed against work-based activities. The four SVQ units are:

- Plan to manage and improve own performance in a business environment
- Communicate in a business environment
- Support other people to work in a business environment
- Design and produce documents in a business environment

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.

#### **Assessment Method**

There is no final exam. Each unit is assessed using the continuous assessment approach.

# Professional Development Award: Information Technology in Business Level 7

Course Title	PDA: Information Technology in Business
Level	SCQF 7
Campus	Arbroath and Gardyne
Days	Arbroath: Tuesday 9-4pm
	Gardyne: Monday and Wednesday 2-5pm
Start Date	May 2021
End Date	May 2022

# **Units to be Completed**

Mandatory Units
IT in Business — Word Processing and Presentation Applications
IT in Business — Databases
IT in Business — Spreadsheets

# **Progression Pathways**

Pupils who successfully complete this award may also complete further units from the HNC Business award and build their Qualification into a full HNC.

## **Course Description**

The PDA in Information Technology in Business at SCQF level 7 offers pupils the opportunity to develop knowledge and skills for employment within an administration role. The award will provide pupils with the skills required to undertake a variety of administration functions using IT in an organisation.

Pupils will develop their knowledge and skills in the use of office and information technology to carry out administrative tasks.

- Pupils will produce a variety of documents using word processing and presentation software. The production of accurate, well-laid documents aids business communication.
- Pupils will develop skills in the use and manipulation of databases in order to present information for use in decision making.
- Pupils will use their skills in the use of spreadsheets to help solve business problems.

Unit	Description
IT in Business —	This unit is designed to develop skills and
Word Processing and Presentation	knowledge in word processing and
Applications	presentation packages to aid business
	communication. This unit will be relevant to
	pupils who are interested in a career in
	administration with a particular focus in
	document production and presentation.
	On successful completion of the unit pupils
	will be able to:
	Produce business documents using word
	processing software.
	2. Perform a mail merge.
	3. Evaluate the impact of current legislation in
	relation to information and equipment.

	Create a business presentation using
	presentation software.
IT in Business — Databases	This unit introduces the fundamental principles of database design and the use of database management software to aid decision-making in business.  On completion of the unit pupils should be able to:  1. Design a relational database structure from source documents.  2. Modify and store data using a relational database.  Query and present information to aid decision-making.
IT in Business — Spreadsheets	This unit is designed to allow pupils to develop an understanding of spreadsheet design and how to use spreadsheet features and functions for practical and effective use in a business environment.  Pupils will develop knowledge and skills to allow them to create customised solutions to common business problems and scenarios.  On completion of the unit pupils should be able to:  1. Design and create a spreadsheet to meet the needs of a business.  2. Apply statistical functions and present information in an appropriate format.  3. Present spreadsheet data in graphical format and evaluate information.

There is no final exam. Each unit is assess using the continuous assessment approach.

# Foundation Apprenticeship: Accounting Level 6

Course Title	FA: Accounting
Level	SCQF 6
Campus	Arbroath and Gardyne
Days	Arbroath:
	Year 1 – Tuesday 9-4pm
	Year 2 – Tuesday 9-4pm
	1 Year – Tuesday and Friday 9-4 pm
	Gardyne:
	Year 1: Monday and Wednesday 2-5pm
	Year2: Monday and Wednesday 2-5pm
	1 Year: Monday, Tuesday, Wednesday 2-5 pm
	and Thursday 1-4 pm (S6 only)
Start Date	May 2021
End Date	April 2023

# **Units to be Completed**

Mandatory Units		
Year 1		
J21M76 - Preparing Management Accounting Information		
J21N76 - Analysing Accounting Information		
J21L76 - Preparing Financial Accounting Information		
J1K545 - Recording Transactions in the Ledger		
HX6F46 - Professional Ethics for Accountants		
Year 2		
HW59 04 - Indirect Tax		
HW58 04 - Final Accounts Preparation		
HW57 04 - Advanced Bookkeeping		
J4YL 04 - Work Based Challenge		

## **Progression Pathways**

On successful completion of the NPA, it is envisaged that employment could be gained in the accountancy sector in one of the following areas:

- Accounts Assistant
- Purchase/Sales Ledger Assistant
- Trainee Accountant
- Financial Services (Banking/Insurance)

# In addition, D&A offers the following progression routes:

- HNC Accounting
- Modern Apprenticeship (MA) in Accounting
- Association of Accounting Technicians (AAT) Diploma

## **Course Description**

The Foundation Apprenticeship in Accountancy is designed to provide Senior Year 5 (S5) and Senior Year 6 (S6) pupils opportunities to develop skills and knowledge for entry into a career in the Accountancy sector.

In order to gain this award, pupils must successfully complete all five credits. There are no specific entry requirements. However, it is beneficial if pupils have completed National Qualifications or relevant SCQF level 5 Units.

The units in the NPA will equip pupils with skills such as:

- employability skills
- adaptability/flexibility
- working with others
- time management skills
- communication
- decision making
- interpersonal skills
- skills and competencies within an accountancy environment

Unit	Description
Preparing Management Accounting	The purpose of this unit is to allow pupils to
Information	develop the knowledge and understanding of
	internal accounting information and the ability
	to prepare such information using a range of
	routine and complex accounting techniques.
	Pupils will carry out learning activities that
	extend their understanding of the significant
	impact that management accounting
	information has on making decisions about the
	future planning, control and success of the
	organisation.
Analysing Accounting Information	The purpose of this unit is to allow pupils to
	develop the knowledge and understanding of
	the interpretation and analysis of accounting
	information, and the ability to interpret and
	analyse such information using a range of
	routine and complex techniques. They will carry
	out learning activities that allow them to
	investigate, analyse and report on an
	organisation's current financial position and
	performance, and to offer financial solutions
	that can assist in future planning and decision-
	making. This will provide pupils with an
	understanding of financial analysis.
Preparing Financial Accounting Information	The general aim of this unit is to allow pupils to
	develop skills, knowledge and understanding
	relating to the preparation of routine and
	complex financial accounting information.
	Pupils will explore a range of business
	structures and gain understanding of the
	application of a range of current financial
	accounting regulations associated with these
	structures. This will provide pupils with an
	understanding of accounting standards and
	practices. The information will be used to
	establish the historical and current financial
December Transportion to the Color	position and performance of the organisation.
Recording Transactions in the Ledger	The purpose of this unit is to provide pupils
	with basic knowledge and skills to record

	transactions from day books into a double- entry bookkeeping system, to extract a trial balance and complete a VAT return for one month.
Professional Ethics for Accountants	This unit is designed to give pupils an opportunity to develop skills to understand the ethical responsibilities of an accountant working within the profession. It will allow pupils an opportunity to analyse problems in order to form judgements about appropriate and inappropriate behaviour in an accounting environment.

There is no final exam. Each unit is assessed using the continuous assessment approach.

# **Professional Development Award: Management Accounting Level 7**

Course Title	PDA: Management Accounting
Level	SCQF 7
Campus	Gardyne
Days	Monday and Wednesday 2-5pm
Start Date	May 2020
End Date	June 2021

#### **Units to be Completed**

Mandatory Units	
F7JR34 - Cost Accounting	
F7JS34 - Management Accounting using Information Technology	

# **Progression Pathways**

Pupils who successfully complete this PDA may undertake further related PDAs or HN Units to build up their qualification(s) towards a full HNC in Accounting. No exemptions, for CIMA or ACCA qualifications, are available to pupils undertaking this PDA.

## **Course Description**

This PDA in Management Accounting at SCQF level 7 offers pupils an opportunity to develop the knowledge and skills required for a cost or management accounting support role within an organisation.

Pupils will have the opportunity to develop ICT knowledge and skills, in relation to using current cost accounting techniques. Pupils will also develop skills in preparing financial information for use in decision making within an organisation.

#### **Unit Contents**

Unit	Description
Cost Accounting	Develops knowledge and skills of cost
	accounting including classifying and coding
	costs and recording transactions in a cost
	accounting system.
Management Accounting using Information	Develops skills of budgetary control using
Technology	spreadsheets. This includes preparation of a
	master budget, report and variance analysis,
	using a break-even analysis and preparing
	marginal and absorption costing statements.

## **Assessment Method**

There is no final exam. Each unit is assessed using the continuous assessment approach.

# **Future Skills College**

Future Skills College (FSC) is a full-time pre-apprenticeship pathway for those entering S5 or S6. Students stay on a school roll for their final year but attend D&A College full-time, four days a week in classes/workshops and with a fifth day on work placement with an employer.

For academic year 2021/22 the FSC course choice options are: early education/childcare, joinery, plumbing and electrical. Students will also complete their school education/qualifications with a focus on literacy, numeracy, and health. FSC students are also offered additional educational opportunities that support them to improve their life skills and employability.

The main aim of FSC is that students secure full-time employment at the end of the course as apprentices. FSC students who complete the course but do move into full-time employment are guaranteed a full-time course of study at D&A College.

All FSC students remain eligible for child benefit, EMA, free school meals and bus passes where appropriate.