

KS4 EMPLOYABILITY SKILLS CHALLENGE

At Broadoak School we are actively preparing our pupils for entering the world of work, further education and training. Especially in Key Stage 4.

To help our pupils prepare for the typical interview question: 'What skills do you have?', we will use the 'Employability Skills Challenge' for KS4 to

- Help pupils recognise skills in themselves;
- Be able to use the specialist terms to describe their skills set;
- Be able to give examples of how they have utilised their skills throughout their education so far.

The 8 Employability Skills that Broadoak will focus on are those particularly sought after by Employers in the Greater Manchester Authority following a recent survey.

During Form Time each week, pupils will count up their stamps received for each skill and transfer to their Employability Skills Log as a bar chart. This is create a visual representation of which skills they have lots of, and which skills need further opportunity to develop. The skill with the least stamps each week will become the target for the following week.

Ultimately this will provide the basis of the pupil's Personal Statement which will be written for the Record of Achievement. It can also be used as evidence at a college or job interview.

Pupils will automatically receive a stamp for 'Resilience' if they attend school 100% of the week. They will also receive an 'Organisation' stamp if they have perfect punctuality all week. These will be awarded by Form Tutors.

The stamps can then be exchanged for rewards from the Points Make Prizes Shop, where 1 KS4 stamp is equivalent to 5 KS3 stamps. When a stamp has been spent, the stamp will be signed off at the Shop. The stamps will be valid at the shop for the duration of the year if pupils prefer to save them.

Prizes include:

PREPARING FOR THE WORLD OF WORK

RECOGNISING EMPLOYABILITY SKILLS

The Skills Employers are looking for:



Communication



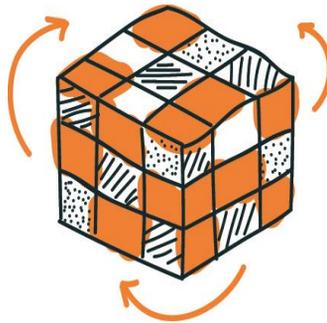
Confidence



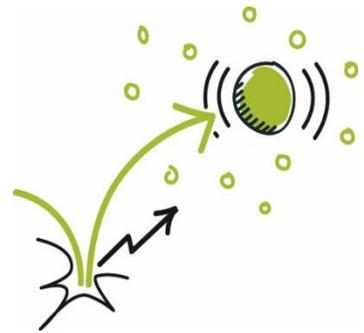
Financial Capability



Organisation



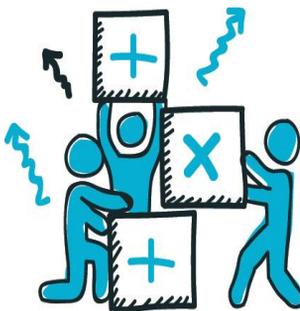
Problem Solving



Resilience



Initiative

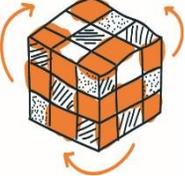
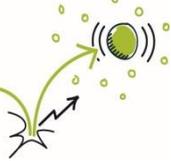


Teamwork

Have you got what Employers are looking for?

PREPARING FOR THE WORLD OF WORK

What do these skills look like?

	<h2>Communication</h2>	<p>It is... Delivering an oral presentation Participating fully in a debate Writing a brilliant essay/ letter It is not... answering a question</p>
	<h2>Confidence</h2>	<p>It is... Putting yourself forward for a challenge Demonstrating leadership skills Representing the school in an event It is not... answering a question</p>
	<h2>Financial Capability</h2>	<p>It is... Participating in a budgeting challenge Showing an understanding of financial issues Using complex Maths skills across the curriculum It is not... adding up some numbers</p>
	<h2>Organisation</h2>	<p>It is... Managing a project, timescales, resources etc. Meeting deadline ahead of schedule Having perfect punctuality all week. It is not... bringing your planner or being on time for lesson</p>
	<h2>Problem Solving</h2>	<p>It is... Negotiating a revision timetable Working practically to create something Thinking outside the box It is not... showing the correct knowledge in an assessment</p>
	<h2>Resilience</h2>	<p>It is... Having 100% attendance all week Accepting feedback and target setting to improve work Asking questions to help your understanding Showing improvement over time It is not... completing a piece of work that was difficult</p>
	<h2>Initiative</h2>	<p>It is... Working independently and making your own suggestions on how to develop Being proactive to avoid future problems Beginning revision ahead of schedule It is not... writing the LO without being told to</p>
	<h2>Teamwork</h2>	<p>It is... Working effectively with a group of people on a project Being prepared to work with a variety of people without hesitation It is not... reading as a class</p>

This would guide staff and pupils to regulate the stamps and help consistency.

An example of any of one of these or equivalent would deserve a stamp in the planner.

EMPLOYABILITY SKILLS LOG

AUTUMN TERM

You're hired!!!

EXPERT

PROFESSIONAL

APPRENTICE

TRAINEE



Communication

Confidence

Financial
Capability

Teamwork

Organisation

Problem Solving

Resilience

Initiative

EMPLOYABILITY SKILLS LOG

SPRING TERM

You're hired!!!

EXPERT

PROFESSIONAL

APPRENTICE

TRAINEE



Communication



Confidence



Financial Capability



Teamwork



Organisation



Problem Solving



Resilience



Initiative

EMPLOYABILITY SKILLS LOG

SUMMER TERM
You're hired!!!

EXPERT

PROFESSIONAL

APPRENTICE

TRAINEE



Communication



Confidence



Financial Capability



Teamwork



Organisation



Problem Solving



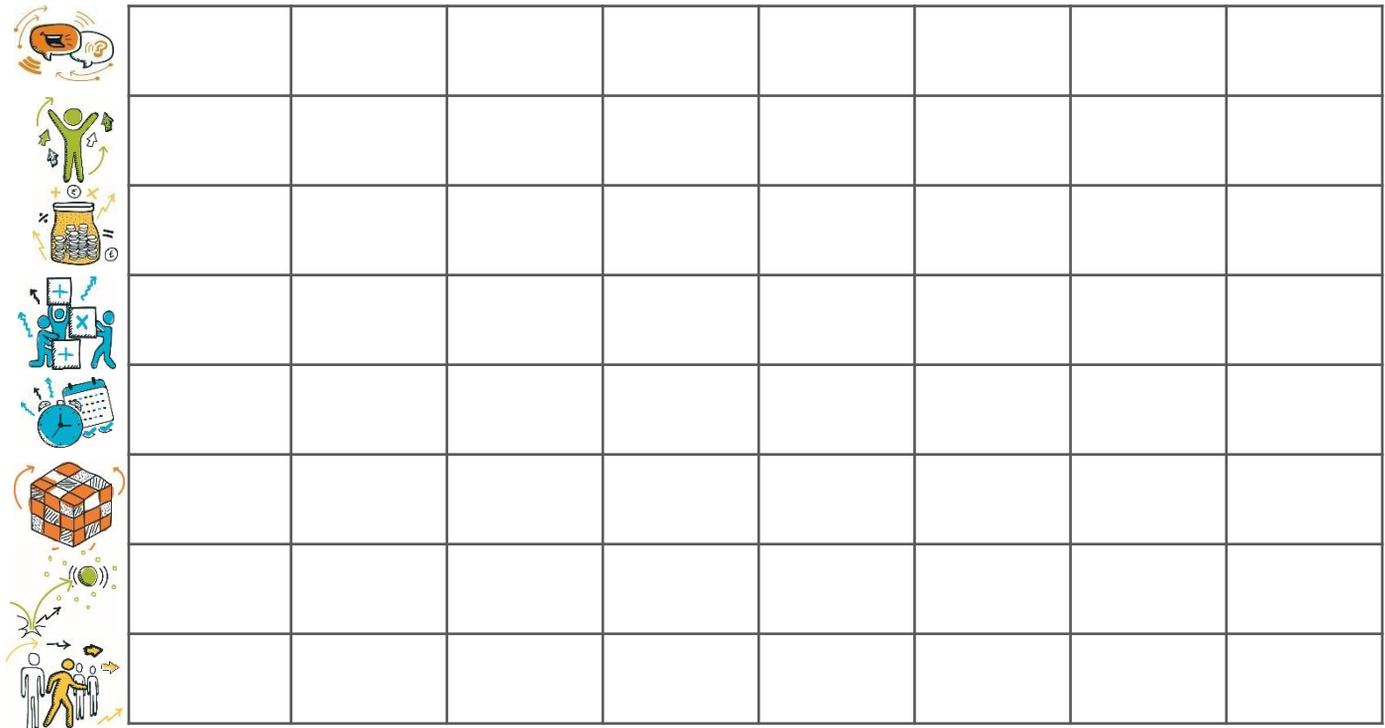
Resilience



Initiative

EMPLOYABILITY SKILLS LOG

PREPARING FOR THE WORLD OF WORK



My skill target this week is: