

Work Experience – Long Term Plan (Oak class)

Year	Term 1	Term 2	Term 3
2019 - 2020	<p><b>To communicate appropriately in the workplace</b></p> <p>Understand and display effective communication in the workplace</p>	<p><b>Identify attitudes and behaviours that are expected in the workplace</b></p> <p>Identify expectations for appropriate attitudes and behaviours in the place of work</p>	<p><b>To demonstrate positive and confident attitudes when working with others</b></p> <p>Participate in activities to demonstrate appropriate attitudes and behaviours in the place of work</p>
2020 - 2021	<p><b>To understand what procedures are necessary to maintain health and safety at work</b></p> <p>Identify the health and safety procedures at your placement</p>	<p><b>Understand the skills and qualities needed for working life</b></p> <p>Identify how their own skills and qualities compare with the skills and qualities employees need</p>	<p><b>Investigate personal career opportunities</b></p> <p>Identify a suitable potential job role</p>
2021 – 2022	<p><b>Be able to work safely</b></p> <p>Work in a way that minimises risk to self and others</p>	<p><b>Be aware of different methods of applying for a job</b></p> <p>To be able to list different ways of applying for a job</p>	<p><b>To be able to complete a simple job application</b></p> <p>Identify the information necessary to complete a job application form</p>