

# Work Related Learning framework



St Andrew's Academy

40. Participate in work experience with a local employer
39. Actively participate in being interviewed by a local employer.
38. Actively participate in being interviewed by someone unfamiliar in school
37. Actively participate in being interviewed by someone familiar in school
36. Demonstrate how to prepare for an interview
35. Demonstrate awareness of the interview process
34. Know why an interview is important
33. Know what an interview is
32. Actively engage in applying for a job with a local employer
31. Request a supported experience at a local employer
30. Know what makes a bad job application
29. Know what makes a good job application
28. Identify where jobs are advertised
27. Demonstrate how to use a phone for a work-related call
26. Understand the importance of self-management e.g. being on time, smartly dressed and clean etc.
25. Participate in creating a CV
24. Know what makes a bad CV
23. Know what makes a good CV
22. Know what a curriculum vitae (CV) is
21. Identify what is needed to get a preferred job
20. Identify own skills and show to others
19. Demonstrate the positives and negatives of being self-employed
18. Identify self-employed jobs
17. Know what self-employed means
16. Actively participate in the exploration of different types of jobs that match their skill
15. Demonstrate how to access people, who can offer support in the workplace, appropriately
14. Identify people who can offer support in the workplace
13. Know what to call people when at work
12. Know strategies for overcoming some challenges in pursuing and maintaining employment
16. Name some challenges faced in maintaining employment
15 Name some challenges faced in pursuing employment
14. Know how they might feel when working
13. Know what a salary can be used for
12. Know what a salary means
11. Understand why getting paid is important
10. Express and name some benefits of having a job e.g. money, contribution to community, social
9. Demonstrate an awareness of different types of jobs in the local community e.g. shop assistant, refuse collector, cleaner, postman, doctor, and office staff.
10. Perform a work related task in a new setting with unfamiliar staff
9. Perform a work related task in a new setting with familiar people
8. Actively engage in a range of jobs around school, including enterprise
7. Demonstrate an awareness of the types of jobs people do in school e.g. teacher, cleaner, caretaker, administration

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6. Actively engage in completing a range of jobs in the classroom
5. Demonstrate an awareness of jobs around the classroom e.g. bin emptying, cleaning tables etc
4. Understand the difference between work, a job and a career.
3. Understand the difference between work and a job
3. Identify what is a job and what is not a job
2. Identify what a job is
1. Recognise work from other activities