

Twyford Church of England High School



Twyford
C^{of}E
High School

Year 12 Community Service 2025-26

Community Service is about developing yourself & others

In the Twyford Sixth Form we expect you to undertake at least **2 hours of community service** per week.

Community service is about ***you as a member of society*** and developing your character. It is about giving something back to the school or local community and it develops your soft employability skills. It is an opportunity to move a little outside your comfort zone – for example, to develop your leadership or public speaking skills, or your ability to interact with those younger or older than you – to stretch yourself, but not so much that you won't be able to fulfil your commitment. It needs to be a commitment that you can sustain for the required time period, and ***it is better to pick one or two activities and do them really well than to spread yourself too thinly***: these opportunities involve taking responsibility and developing relationships, and that takes time and regular commitment. Activities include becoming a house captain or form mentor, working as a subject mentor, or assisting with other extracurricular activities at Twyford or outreach work in the local community.

What do we expect from you?

- We expect all sixth formers to participate fully in the extracurricular life of the school. We expect all Y12 students to complete **community service** over the year for a minimum of **two hours of each week**.
- The vast majority of students will be studying 3 A-levels meaning that you have two hours available per day.
- All students should pick just one or two community service activities and commit to doing them really well.

Top employability skills developed through community service

- Verbal and written communication
- Teamwork
- Problem solving skills
- Initiative
- Planning, organising and time management
- Drive/Self-motivation
- Familiarity with technology

Personal statement

Any volunteering related to your chosen university course is worth mentioning in your personal statement for UCAS.

How do you go about getting involved?

Read through the opportunities presented in this booklet carefully. Over the summer, consider which opportunities you are interested in.

Things to consider.

- Which ones will fit in best with your chosen subjects?
- What will fit well with your outside commitments?
- Will any allow you to keep up interests which your A level choices have made you stop academically?

On the first day back in September, you will be formally signing up to your Community Service at the Community Service Fair.

Please bring in your Community Service booklets on your first day of school in September with your completed answers.

Write down four community service activities you are interested in participating in:

1.

2.

3.

4.

Year 12 Community Service – Art/ Graphics

Description of role	<p><u>Classroom Assistant:</u></p> <p>You will attend Art GCSE lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed.</p> <p>We tend to place you with students who find Art more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	<p>You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for.</p> <p>The slot you are given will be chosen to match free periods within your timetable.</p>
Responsible to	Miss Conway / Ms Poon /Miss Newcombe

Year 12 Community Service – Business

Description of role	<p><u>Business news and TV programme Curator</u></p> <ul style="list-style-type: none"> • Pay attention to the news • Cultivate collections of recent news stories by topic • Lead on updating fortnightly, a current affairs/ business news noticeboard in M7 • Publicise business TV programmes and documentaries on the noticeboard each fortnight/ month
Employability skills developed	<ul style="list-style-type: none"> • Working within a small team • Working with guidelines • Taking initiative • Meeting deadlines • Research and Selection
How often	Roughly one hour per fortnight
Responsible to	Mr Hussain

Year 12 Community Service – Business

Description of role	<p><u>Business Ambassadors</u></p> <ul style="list-style-type: none"> • Team of 3-6 students • Represent the subject at Open Evening and Sixth Form Open Evening • Potentially meet with Year 11 and Year 9 students interested in studying the subject to help them determine if the subject is a good fit for them
Employability skills developed	<ul style="list-style-type: none"> • Taking initiative • Confidently speaking with unfamiliar adults (and peers) • Thinking on your feet!
How often	Two open evenings in the autumn term, plus meeting with Year 9/ 11 students on an ad hoc basis (largely in November and June/July)
Responsible to	

Year 12 Community Service – Business

Description of role	<u>Classroom Assistant- Y10/11 Business lessons</u> This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed
Employability skills developed	<ul style="list-style-type: none"> • Coaching and Mentoring • Teamwork • Listening and offering tailored guidance and support • Managing difficult conversations.
How often	At least one hour a week plus possible ad-hoc support arranged on a 1:1 basis
Responsible to	Mr MacDonald-Brown

Y12 Community service - Chaplaincy

Description of role	<u>Leaders of the Muslim Prayer group</u> Muslim students meet to pray every lunchtime. Muslim students who are committed to their faith and the spiritual and pastoral care of other Muslim students are asked to support younger students in the discipline of prayer and to deliver an address as part of prayers on a Friday . We are looking for a group of students to take on this role, maintaining a pastoral relationship with the Chaplaincy team. The commitment would be an on-going one throughout the year.
Employability skills developed	Verbal & written communication, team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Daily
Responsible to	Father George

Y12 Community service - Chaplaincy

Description of role	<u>Junior Christian Union (CU)</u> Students will support a member of staff with the delivery of the Junior CU programme to students in year 7-9. Roles and responsibilities range from leading on small group discussions, worship, games or giving talks
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity, public speaking
How often	Weekly
Responsible to	Ms Bookless, Fr George

Y12 Community service - Chaplaincy

Description of role	<u>Prayer & Worship - Ignite/Ignite Lounge</u> Students will support a member of staff with the delivery of Ignite events. Roles and responsibilities range from helping to plan the events, lead prayer and worship, giving talks helping to run small groups.
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity, public speaking
How often	Commitment can be once a week or once every half term depending on what you sign up for.
Responsible to	Father David and Miss Bookless

Y12 Community service - Chaplaincy

Description of role	Ealing Soup Kitchen Student are given the opportunity to volunteer at a local Church, serving refreshments to vulnerable members of the public
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Every 3 weeks
Responsible to	Father George and Head of yr 12.

Year 12 Community service - Computing

Description of role:	Classroom Assistant You will be required to attend KS3 and KS4 Computing lessons and undertake tasks in the lesson as directed by the teacher. This might include: <ul style="list-style-type: none">• Giving one to one support to a student.• Distributing class materials• Working closely with a group of students as they undertake tasks in lesson.• Circulating and assisting the class in general From previous experience, some students normally struggle with writing algorithms and computer programs, and therefore you might be placed with a group of student to provide this kind of support. You will be paired with a class that is studying the programming language that you have studied in the past.
Employability skills developed	Communication skills, programming skills, algorithmic thinking, problem solving skills, Patience, timekeeping, teamwork, management.
How often	You will be required to attend a lesson for one or two hours per week. The lessons will be allocated during your free sessions, and the appropriate KS3 or KS4 class.
Responsible to	Ms Chowdhary

Year 12 Community service - Computing

Description of role:	Programming Tutor You will be required to tutor KS3 and 4 pupils in Python V3 and with Programming concepts. There will be three students per tutor in the sessions run once a week during lunchtimes/afterschool over the year. The specific topics pupils struggle with are: <ul style="list-style-type: none">• Pseudocode• Python Syntax• Programming concepts e.g. variables, If statements.
Employability skills developed	Communication skills, programming skills, algorithmic thinking, problem solving skills, Patience, timekeeping, teamwork, management.
How often	You will be required to run the club once a week for 45 minutes.
Responsible to	Ms Chowdhary

Year 12 Community Service – Drama

Description of role	Classroom assistant KS3 Supporting in KS3 Drama lessons. Working with small groups to support them with their group work and communication skills and developing their practical ideas.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 hour per week (September – May)
Responsible to	Miss Adams

Year 12 Community Service - Drama

Description of role	Classroom assistant KS4 Supporting in KS4 Drama lessons. Working with performance groups to help and support them with the Component 1 Devised performance exam or Component 2 Performance of a play.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 hour per week September – April
Responsible to	Miss Adams

Year 12 Community Service - Drama

Description of role	Supporting us with our KS3 Christmas Production . We need support with roles such as Assistant Director, costume, stage design, make-up, props, designing promotion materials and programmes.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 lunchtime and 1 afterschool rehearsal (+ Show week in Dec TBC) September – December
Responsible to	Miss Adams

Year 12 Community Service – Drama & Music

Description of role	Supporting us with our School Production . Leading and directing students in Drama, Dance, Music or backstage. We need support with roles such as directing, choreography, music, costume, stage design, hair and make-up, props, advertising, making programmes, photography, organising front of house.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 lunch time and 1 afterschool rehearsals from January to July.
Responsible to	Ms Swadkin & Miss Adams

Community Service - Economics

Description of role	<u>Economics news curators</u> <ul style="list-style-type: none">• Independent Task – thinking like an economist• Pay attention to the news, cultivate collections of recent news stories by topic• Create a physical A3 poster or short PowerPoint to present to your class• Optional extra hours: distribute a weekly or biweekly news letter to whole year about anything related to economics, theory, an economist, data.• Optional extra hours: creating a quiz (e.g. using Kahoot) regarding economic news or theory learnt in lesson for your class to do
Employability skills developed	<ul style="list-style-type: none">• Working independently• Analytical thinking• Working with abstract guidelines• Taking initiative• Meeting deadlines
How often	Roughly one hour per week
Responsible to	Ms Idrissi

Year 12 Community Service - Literacy

Description of role	<u>1:1 Reading Mentors:</u> You will attend the library in morning registration with the lower school and help as directed by the teacher. This will often involve sitting with one particular student and reading with them for 30 minutes, offering encouragement and guidance with decoding and comprehension. You may also be asked to assist with the administration of the intervention. This is a great opportunity for you to offer some real support where it is needed.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one session per week and will be allocated a regular slot to attend and an individual student to work with.
Responsible to	Ms Randall/Ms Coates

Year 12 Community Service - English

Description of role	<u>Classroom Assistant:</u> You will attend English lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you with students who find English more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. The slot you are given will be chosen to match free periods within your timetable.
Responsible to	Mr Hudson

Year 12 community service – KS3 Study Coach

Description of role	<ul style="list-style-type: none"> • Help Year 7 and Year 8 students with the completion of lesson prep and revision for quarterly assessments • Mentor our youngest students in organisational and time-management skills • Be a positive role model and pass on your academic experience – discussing wider learning participation, academic progress and career aspirations
Employability skills developed	Patience, teaching experience, communication skills, organisation
How often	Once per week for one hour after school
Responsible to	Miss Mehta and Ms Appleby

Year 12 Community Service – Year 7-10 Learning & Inclusion Homework Club

Description of role	<ul style="list-style-type: none"> • Help our more vulnerable students from years 7-10 who have an Educational Health Care Plan, with the completion of lesson prep. • Working with students who require additional help, especially Year 7 students, adjusting to the demands of daily prep. • Be a positive role model for Year 7-10 students and pass on your academic experience
Employability skills developed	Patience, teaching experience, communication skills, organisation and team work.
How often	One hour after school. This is available Monday to Thursday from 3.20 – 4.20 pm, in D Block, The ARC, SEN Department
Responsible to	Mrs Coates

Y12 Community Service – Gardening

Description of role	If you volunteer for a role as part of our Green Team, you will be working alongside staff and facility staff to join us in working on our 'Greening Up Invisible Spaces' projects and improve the school site – making it a greener environment that helps with urban pollution. You will be responsible for the upkeep of the green spaces around the school site. You will be allocated an area to plant, weed and water and asked to contribute ideas and assistance for future initiatives. An outdoor, active role where you will be required to use tools and expend energy!
Employability skills developed	Team work, planning, organising, time management, confidence, creativity, communication.
How often	One hour per week.
Responsible to	Ms Randall

Y12 Community Service – Geography

Description of role	<p><u>EcoTeam:</u></p> <p>EcoTeam was set up by a group of Year 12s who believe that Twyford can and should be more sustainable.</p> <p>The sixth form EcoTeam designs and runs projects to improve the school environment; organises a termly newsletter; and co-ordinates the school members of lower school EcoTeam in their efforts to also make changes.</p> <p>The EcoTeam suggest changes they'd like to see to improve the school and then organise action to make it happen. Last year's projects included planting trees, flowers, and shrubs to improve the quality of the school site and challenging the school cafe to recycle plastic bottles as well as a very popular debate. The termly newsletter has a different focus ranging from pets, to plants, to fashion, with an environmental and sustainability theme. All you need is passion for the world around you!</p>
Employability skills developed	Team work, planning, organising, time management, leadership, confidence, creativity, communication, writing and editing.
How often	Meetings once a fortnight with activities in between.
Responsible to	Mrs Serhal

Year 12 Community Service – Eco Team

Description of role	<p><u>Litter picking:</u></p> <p>Does anyone actually like the sight of litter in school? In addition to dropped waste spoiling our school, it also has detrimental effects on our wildlife and environment.</p> <p>Students will use litter pickers to tidy up the school site at lunchtime.</p>
Employability skills developed	Team work, planning, organising, time management, reliability
How often	You can sign up for one lunchtime (P4b) per week. You get an hour community service for under an hour's worth of work – what a good deal.
Responsible to	Mr Arthur/ Senior Eco team

Year 12 Community service – History

Description of role	<p><u>Classroom Assistant:</u></p> <p>You will attend History lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you in lower sets where students find History more difficult (in relation to understanding historical concepts, literacy, etc), as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	To be agreed with classroom teachers – normal expectation is 1 period per fortnight
Responsible to	Miss Lewis

Year 12 Community service – History

Description of role	<p>Horrible Histories – KS3 History Club (Period 4a)</p> <p>The History Department is looking for enthusiastic sixth formers to support in our lunchtime club which is all about having fun with History. You will help run the activities and can suggest your own ideas and contributions.</p> <p>This club is for year 7 and 8 students. Using the popular book/tv series as inspiration this club brings historical events to life through drama and art.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	Each week – time to be confirmed
Responsible to	Mrs Wade – Horrible Histories

Year 12 Community Service – Careers Information, Advice and Guidance

Description of role	<p>Ideally looking for a range of students who are confident at talking with students in the lower school about their own experiences of high school and sharing information about their journey into 6th Form.</p> <ul style="list-style-type: none"> Support Careers Events in Schools in variety of ways including: Creating posters, talking to Tutor Groups, speaking in Assembly & helping with the careers fair Share own advice and guidance to students via: Assemblies, Tutor Times and talking on camera <p>Support three Year Groups:</p> <ul style="list-style-type: none"> Year 9 – Advice on Options to take at GCSE Year 10 – Support with CV writing Year 11 – Mentor students who will be going on to college
Employability skills developed	Gain confidence in public speaking, learn how to present to large audiences, develop your communication skills – verbal and written. Students will be able to support some students with their post-16 applications by mentoring 1:1 or small groups
How often	Meet twice per half term – opportunity to gain several hours over the year. This role doesn't have a huge impact on your time
Responsible to	Miss Adams

Year 12 Community Service – Maths

Description of role	<p>Sparx Club Assistant:</p> <p>You will support Y7-11 students with completing their Sparx maths prep once a week after school. As this is after school, community service hours will be multiplied by 1.5.</p>
Employability skills developed	Patience, communication, motivating and supporting, organisation, teamwork, management
How often	Each week, one period 6
Responsible to	Mr Harris

Year 12 Community Service – Maths

Description of role	<u>Classroom Assistant:</u> You will attend maths lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you with students who find maths more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for (during your free periods).
Responsible to	Mrs Arthur

Year 12 Community Service – Maths

Description of role	<u>KS3/KS4 Maths Tutoring Club</u> You will be assigned a younger student to support them 1-1 with their maths. This will be during a lunchtime slot which will be determined in September.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	TBC
Responsible to	Miss Purdy/Mr Carias

Year 12 Community Service - MFL

Subject	MFL (French / Spanish / German)
Description of role	<p><u>Classroom assistant:</u></p> <ul style="list-style-type: none"> Supporting KS3 and 4 classes with speaking work (general conversation). Students should discuss which activities they should prepare with the teachers. This may also involve coaching year 7 students for the spelling bee (French/Spanish) and year 8 students for the translation bee (French/German/Spanish) <p><u>Clubs – assisting teachers and MFL reps with:</u></p> <ul style="list-style-type: none"> Lunchtime Film club (y7-8) (French, Spanish, German) Lunchtime Games club (y7-8): help supervise / co-run competitive team games and board games on key words in French/German/Spanish; using iPads to go on language learning websites such as lyricstraining, language-gym.com, Duolingo, Quizlet... Latin club <p>We welcome ideas for new clubs too!</p> <p><u>Displays / special events / competitions:</u></p> <ul style="list-style-type: none"> Promoting MFL during Open Evenings Co-run special events (European Day of Languages, MFL Interform, Christmas cards workshops, Day of the Dead...) Updating MFL noticeboards and classroom displays with trip photos, famous places/artists, revision tips... Promoting competitions (Spelling & Translation Bees, Diversity Day...) Looking for authentic materials (Photos, songs, videos, Twitter and Instagram pages to follow...)
Employability skills developed	Communication, Planning (speaking tasks) & ICT skills, team work & organisation
How often	Weekly
Responsible to	Mr McKevitt

Year 12 Community Service - Music

Description of role	<p>Lead student for music wider-learning groups</p> <ul style="list-style-type: none"> Assist with an established School ensemble / choir, taking registers, mentoring students, providing support to the ensemble leader, taking sectionals etc as appropriate
Employability skills developed	Organisational skills, leadership skills, communication skills
How often	Weekly for 10 weeks approx. per term, 30-60 mins depending upon ensemble. <i>If you are allocated an after-school ensemble, community service hours will be multiplied by 1.5</i>
Responsible to	Mr Yates

Year 12 Community Service - Music

Description of role	Lead student for Music Scholar Workshops <ul style="list-style-type: none"> Assist with Music Scholar workshops (timetable dependant). Mentoring students in skills such as music theory, sight-singing, harmony, composition, performance masterclasses and Knowledge of up to Grade 5 theory is needed for this role.
Employability skills developed	Organisational skills, teaching skills, communication skills
How often	Weekly for 10 weeks approx. per term, 45 mins (time tbc)
Responsible to	Mr Yates

Year 12 Community Service - Music

Description of role	Classroom Teacher Helper: Supporting KS3 classes. Year 7: helping students in lessons with keyboard / djembe / listening skills. Year 8: helping students in lessons with keyboard / guitar / listening skills . You should be sufficiently experienced on one or more of these instruments to be able to support a beginner learner.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management, working with young people, music performance skills.
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. <i>The slot you are given will be chosen to match free periods within your timetable.</i>
Responsible to	Ms Swadkin

Year 12 Community Service - Photography

Description of role	Technician and Events Photographer Organisation of darkroom and studio Photography events in school diary
Employability skills developed	communication, timekeeping, organisation, teamwork, management
How often	Events happen throughout the year Technician once a week one/ two hour
Responsible to	Miss Conway/ Mr Dunne

Year 12 Community Service – Physical Education

Description of role	Sports Coach/Official: <ul style="list-style-type: none"> Assistant coach roles with P5/6 PE lessons and after school clubs. There is the option for students to help run sports teams in Netball, Football (boys and girls), Rugby (boys and girls), Basketball (boys and girls), NFL (girls), Athletics (boys and girls) and Cricket (boys and girls). Officiate Y7-9 fixtures. Assist with the organisation and delivery of lower school inter form competitions.
Employability skills developed	Confidence, delegation, time-management, responsibility, planning, leadership
How often	1 hour per week
Responsible to	Mr Howard

Year 12 Community Service – Politics

Description of role	Politics Newsletter creator <ul style="list-style-type: none"> Responsibility for writing the politics newsletter to update students on recent political developments Responsibility for arranging the year 12 politics debating society These roles can be filled independently or as a job share
Employability skills developed	Communication, timekeeping, organisation, teamwork, management.
How often	<ul style="list-style-type: none"> The A level politics newsletter is a monthly publication The year 12 politics debating society occurs fortnightly
Responsible to	Mr Roberts

Year 12 Community Service - Psychology

Description of role	<ul style="list-style-type: none"> Lead support sessions: as the year progresses, if you feel confident in one of the topics – it would benefit you and other students if you would offer your time to come to M4 and tutor another year 12 / small group of year 12s fortnightly on that topic. This could take place in a lunchtime or after school. Displays: help create useful psychological showpieces for the walls in the M4 classroom. We can provide the paper and other resources needed. Psychology Film Club: Assist with the running of a lunchtime/afterschool club where students watch and discuss films or documentaries that explore psychological themes
Employability skills developed	Communication to people at different levels – peers / parents, professionalism, time management
How often	One off event / fortnightly
Responsible to	Ms Bharath

Year 12 Community Service – Religious Studies

Description of role	<p>Classroom Assistant: Supporting KS3 classes</p> <p>You will attend RE lessons in the lower school and help as directed by the teacher.</p> <p>This may involve sitting with a student and working closely with them or helping with the class by circulating and giving students assistance where it is needed. We tend to place you with students who find writing more difficult, as that is where the most support is needed.</p> <p>This is a great opportunity for you to offer some real support where it is needed.</p> <ul style="list-style-type: none"> • Display helper: Updating RE noticeboards and classroom displays with revision tips and key quotes. We can provide the paper and other resources needed. • Lunchtime Philosophy club: Assist with the running of a lunchtime club where students discuss ideas in RE they find interesting. Your role will involve assisting pupils; either encouraging their interest in RE or providing support to students seeking it
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	<ul style="list-style-type: none"> • You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. The slot you are given will be chosen to match free periods within your timetable. • You can sign up for one lunchtime a week for a half term. Philosophy club will take place on a lunch time. • Display helper is a one-off event
Responsible to	Miss Holloway/Miss Palmer

Year 12 Community Service - Science

Description of role	STEM Interform: Leading a team during interform competitions so that all students can complete the tasks in a calm controlled way. You would lead teams in the below competitions			
		Autumn Term	Spring Term	Summer Term
	Year 7	Biology and engineering	Medicine and physics	Chemistry and computing
	Year 8	Biology and engineering	Medicine and physics	Chemistry and computing
	Year 9	Biology and engineering	Medicine and physics	Chemistry and computing
	Year 10	Biology and engineering	Medicine and physics	Chemistry and computing
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management, enthusiasm			
How often	You can sign up for one interform each term			
Responsible to	Ms McSweeney & STEM Student leader			

Year 12 Community Service - Science

Description of role	<u>Science Support Club:</u> This is a lunchtime drop in club for students to seek help with classwork/homework or discuss ideas in science they find interesting. Your role will involve assisting pupils in the most appropriate way; either encouraging their interest in the sciences or providing support to students seeking it
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You will commit to one period 4 session a fortnight, this will be offered to fit with your timetable
Responsible to	Ms McSweeney & STEM Student leader

Year 12 Community Service - Science

Description of role	<u>Science Clubs</u> Science clubs takes place with year 7, 8, and 9 pupils and you will attend a science club once a week. You will be responsible for helping students carry out practical experiments and explain the theory behind the experiment to them.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one lunch time a week for a half term. Science club will take place on a lunch time.
Responsible to	Mr Bradley (Beekeeping), Miss Waterhouse (Food Science) and other staff running clubs

Year 12 Community Service - Science

Description of role	<u>Science Classroom Assistant:</u> You will attend Y7, Y8, Y9 or Y10 science lessons and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. During class practicals you will greatly support students to ensure they can carry out their work safely This is a great opportunity for you to offer some real support where it is needed. You will get to know the students very well
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for a class you have signed up for
Responsible to	Mr Jones

Year 12 Community Service - KS3/4 Tutoring

Description of role	You will be assigned to a Year 7/8/9/10/11 students to support in a variety of subjects. You will meet students weekly/fortnightly and help tutor them. This may include help with homework/prep or exam preparation. The students will be selected based on any difficulties they are having in subjects, not their behaviour. Subjects that students need support with are English, Maths, Science, History, Geography, RE, French and Spanish.
Employability skills developed	Coaching is a very useful skill to have and is valuable in the work place. Showing empathy for someone younger and supporting them to achieve is also a very rewarding experience. Time management, organisation, teamwork.
How often	Once per week, at lunch times. Days to be confirmed.
Responsible to	Miss Mehta (HOY 7), Ms Appleby (HOY 8), Mr Jones (HOY 9) Miss Shine (HOY 10), Ms Mills (HOY 11), Mrs Easton (HOY 12)

Year 12 Community Service – PM Reg Assistant

Description of role	You will be assigned to a Year 7 form to support the form tutor with prep checks/classroom admin/notices at the end of the day. You will then walk the compulsory study club students over to study club. This role will take 10 minutes but you will receive 30 minutes community service time, to be signed off by the Study Club leader upon arrival.
Employability skills developed	Reliability, communication, timekeeping, organisation, teamwork, management
How often	Between 2-4 sessions per week: your timetable will be taken into consideration when assigning you PM registrations (e.g. if you do not have afternoon lessons you do not have to take on that day).
Responsible to	Study Club leader (Miss Mehta (HOY 7), Ms Lyon (AHOY 7), Ms Appleby (HOY 8), Ms Grantham (AHOY 8))

Year 12 community service – Study Coach and Mentor

Description of role	<ul style="list-style-type: none">• Help Year 7-11 students with the completion of lesson prep and revision for quarterly assessments• Help some of our most vulnerable students with their organisation and time-management skills• Be a positive role model and pass on your academic experience – discussing wider learning participation, academic progress and career aspirations
Employability skills developed	Patience, teaching experience, communication skills, organisation, and teamwork
How often	Once per week for one hour after school. This will be worth 2 hrs of community service total. This will run from Mon-Thurs, 3pm-4pm at Ealing Fields High School
Responsible to	Ms Windsor (at Ealing Fields)