+ Barrhead High School

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FOUNDATION APPRENTICESHIP COURSES FOR SESSION 2017-18

This booklet contains courses that – depending on demand – may be offered next session. Please read this booklet prior to your option interview with Pastoral Support Staff.

This is a 2 year course and can only be offered to new S5 pupils

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Foundation Apprenticeship - Business Skills – SCQF Level 6
Glasgow Kelvin College or West College Scotland
Open to S5 Pupils

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of three awards:

SVQ Level 3 Business and Administration
1. Plan how to manage own performance in a business environment
2. Communicate in a business environment
3. Support other people to work in a business environment
4. Design and produce documents in a business environment

National Progression Award in Business with Information Technology
1. Understanding Business
2. Management of People and Finance
3. PC Passport: Working with IT Software – Word Processing and

Presenting Information
1. PC Passport: Working with IT Software – Spreadsheet and Database
2. Contemporary Business Issues
3. Work Placement

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 in either English, Maths or a Business subject
• Progression to a Higher in either Economics, Accounts or Business in S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by two partner colleges, Glasgow Kelvin College and West College Scotland (you will have the opportunity to attend one) who will provide you with a range of business and IT skills allowing you to apply a solutions-based approach to improving business processes, to work logically and methodically to pre- set deadlines.
A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements including work shadowing, industry talks, industry visits and work related training.

WHAT RESOURCES WILL BE AVAILABLE TO ME? –

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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Foundation Apprenticeship Civil Engineering –- SCQF Level 6
Glasgow Kelvin College or West College Scotland
Open to S5 Pupils

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

National Certificate (NC) in Civil Engineering
1. Civil Engineering Materials
2. Civil Engineering Project
3. Civil Engineering Site Work
4. Civil Engineering Technology
5. Computer Aided Drafting: An Introduction
6. Construction Site Surveying: An Introduction
7. Health and Safety in the Construction Industry
8. Mathematics: Craft 1
9. Mechanics for Construction: An Introduction
10. Mathematics for Construction Technicians
11. Construction Project Management: An Introduction
12. Sustainability in the Construction Industry

SVQ level 3 Site Technical Support Portfolio
1. Develop and maintain working relationships of personal development
2. Maintain professional relationships and practice in built environment design

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

West College Scotland

You must be working towards:
• National 5 Maths and Physics
• Progression to Higher Maths in S6

You will be asked to provide a short personal statement on why you want to attend college and do this Foundation Apprenticeship.

Glasgow Kelvin College

You must be working towards:
• National 5 Maths
• Progression to Higher Maths in S6

If your application meets the above eligibility, your school will be asked to provide a reference and receive an invitation to attend a short interview with college staff.

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by two partner colleges, Glasgow Kelvin College and West College Scotland (you will have the opportunity to attend one) who will provide you with the opportunity to develop the skills required by modern professional Civil Engineering Technicians and provides an insight to the many career options available. You will study the principles and practices utilised by engineers and consultancy teams working in the field of renewable energy, roads and bridges, flood alleviation, commercial buildings, marine works and environmental protection. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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Foundation Apprenticeship: Engineering Systems
SCQF Level 6
Glasgow Kelvin College

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

NC Engineering Systems SCQF L6
1. Communication
2. Engineering: Applying Information Technology
3. Mathematics: Technician 1
4. Mechanical Engineering Principles L6
5. Engineering Systems
6. Engineering Materials
7. Graphical Engineering Communication
8. Electrical Principles
9. Electrical Principles
10. Health and safety: Engineering
11. Pipework systems
12. Mechanical Engineering Principles L5

SVQ2 in Performing Engineering Operations SCQF L5 (part of)
- Working Efficiently and Effectively in Engineering
- Complying with statutory regulations and organisational safety requirements
- Using and interpreting engineering data and documentation
- Wiring and testing electrical equipment and circuits
- Forming and assembling electrical cable enclosure and support systems

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 Maths
• Progression to Higher Maths in S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by Glasgow Kelvin College who will aim to provide you with the opportunity to develop the skills and knowledge to enter into a career in Engineering and the Advanced Manufacturing sector. You will gain vocational qualifications that combine sector-specific skills alongside the knowledge that underpins these skills in a workplace setting. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

Foundation Apprenticeship: Financial Services
SCQF Level 6
City of Glasgow College
Open to S5 Pupils

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

National Progression Award (NPA) Financial Services
1. Financial Services: An Introduction
2. Financial Services: The Regulatory Framework
3. Financial Services: Communication
4. Financial Services: Promoting Positive Customer Relationships
5. Financial Services: Personal Finance Awareness
6. Work Placement

SVQ 3 Providing Financial Services
1. Develop yourself to improve and maintain workplace competence in a financial services environment
2. Develop productive working relationships in a financial services environment
3. Ensure you comply with regulations in the financial services environment

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 in either Maths, Economics, Accounts or Business
• Progression to a Higher in either Maths, Economics, Accounts or Business

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by The City of Glasgow College who will provide you with the opportunity to learn about competent occupational practices within the financial sector. You will learn more about workplace practices including industry specific skills. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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Foundation Apprenticeship: ICT Hardware System Support
SCQF Level 6
Glasgow Clyde College
Open to S5 Pupils

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

Diploma for IT & Telecommunications Professionals
1. Personal Effectiveness 2
2. Health and Safety in IT & Telecom
3. IT & Telecom System Operation 2
4. Testing IT & Telecom Systems 2
5. Working with IT & Telecoms Hardware and Equipment 1

NPA in Professional Computer Fundamentals
1. Security Fundamentals
2. Network Fundamentals
3. Server Administration Fundamentals

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 in either Information Technology, Computing Science or Maths
• Progression to Higher in either Information Technology, Computing Science or Maths in S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by Glasgow Clyde College and will introduce you to digital roles within this sector and how digital skills are utilised in the workplace. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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**Foundation Apprenticeship: ICT Software – SCQF Level 6
Glasgow Clyde College
Open to S5 Pupils**

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

Diploma for IT & Telecommunications Professionals
1. Personal Effectiveness 2
2. Health and Safety in IT & Telecom
3. Investigating and Defining Customer Requirements for
4. IT & Telecoms Systems 2
5. Data Modelling 1

One optional unit from:
1. Event Driven computer Programming 2
2. Procedural Programming 2
3. Object Oriented Computer Programming 2

NPA in Software Development
1. Computing Applications: Development
2. Computing: Authoring a Website
3. Software Design and Development

ATTENDANCE PATTERN:

1. Year 1: Tuesday & Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 in either Information Technology, Computing Science or Maths
• Progression to Higher Maths in S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by Glasgow Clyde College who will introduce you to digital roles within this sector and how digital skills are utilised in the workplace. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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Foundation Apprenticeship: Social Services and Healthcare (Adult Services) - SCQF Level 6
Glasgow Clyde College or West College Scotland
Open to S5 Pupils

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

National Progression Award (NPA) in Social Services and Healthcare
1.   Social Services in Scotland
2.   Safeguarding People
3.   Communication in Care Relationships
4.   Safe Practice and Wellbeing in Social Services
5.   Human Development and Social Influences
SVQ Level 2 in Social Services and Healthcare
1.   Support effective communication
2.   Support the health and safety of yourself and individuals
3.   Develop your own knowledge and practice
4.   Support the safeguarding of individuals

ATTENDANCE PATTERN:

1.   Year 1: Tuesday and Thursday afternoons
2.   Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 English
• Progression to Higher English by S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by two partner colleges, Glasgow Clyde College and West College Scotland (you will have the opportunity to attend one college) who will provide you with the opportunity to gain skills and knowledge of the Social Services and Healthcare sector. Working in social services can be a challenging and rewarding career. Social service workers provide support and help to people who need it, helping them to live full and valued lives in the community. There are many different career opportunities and career pathways, job roles in adult services include personal assistant, care assistant, support worker, supervisor, senior care worker, team leader, care home manager, centre manager and service manager. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.

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**Foundation Apprenticeship: Social Services Children and Young
People - SCQF Level 6
Glasgow Clyde College or West College Scotland
Open to S5 Pupils**

WHAT IS THE COURSE STRUCTURE?

This two year Foundation Apprenticeship consists of two awards:

SVQ Level 2 in Social Services (Children and Young People) (not full award)
1. Support effective communication
2. Support the health and safety of yourself and individuals
3. Develop your own knowledge and practice
4. Support the safeguarding of children

NPA in Social Services (Children and Young People)
1. Safeguarding of Children and Young People
2. Play for Children and Young People
3. Communication with Children and Young People
4. Development of Children and Young People
5. Promote the Wellbeing and Safety of Children and Young People

ATTENDANCE PATTERN:

1. Year 1: Tuesday and Thursday afternoons
2. Year 2: Two days per week shared between college and work experience placement at an employer's workplace

WHAT IS THE RECOMMENDED ENTRY LEVEL?

You must be working towards:

• National 5 English
• Progression to Higher English by S6

WHAT WILL I ACHIEVE IN THIS COURSE?

This two year Foundation Apprenticeship is delivered by two partner colleges, Glasgow Clyde College and West College Scotland (you will have the opportunity to attend one college) who will provide you with the opportunity to gain skills and knowledge of the Social Services and Children and Young People sector. This includes working in nurseries; children and family centres; holiday play schemes, out of school care and working. Other services include working with children with disabilities and working with parents and families. A Foundation Apprenticeship is a work based learning apprenticeship, where you are expected to attend work placements.

WHAT RESOURCES WILL BE AVAILABLE TO ME?

College Lecturers will discuss resources at the Parents Information Evening.

HOW IS THIS SUBJECT ASSESSED?

You will be assessed on the knowledge and skills that you have developed in each Unit. There are several possible types of assessment, including open and closed-book, multiple choice questions, practical tasks with checklists, and other practical activities working in teams. The practical Units will teach you the basic skills and knowledge needed to carry out practical work and to work with others.