



# Year 7 'Away to Work' Day

## Summer 2019



As I am sure you may be aware, businesses regularly call for school leavers to have enhanced knowledge and understanding of work related skills when entering the working environment. We at Finchley Catholic believe that it is important to provide these learning opportunities and experiences from an early age. With this in mind, we are organising an 'Away to Work' day for Year 7 students; the aim behind the day is to give the students an introduction to the world of work. Given the very general purpose of the activity, it **does not have to be linked to any current career aspirations**.

To make the project work, we will need your help, as in most cases it will involve the student accompanying a parent to their workplace. **If you feel that your job role is not appropriate, we would ask that you enlist the support of a relative, neighbour, close friend or previous primary school.**

The preparation and de-brief for this activity will operate through their English lessons. Students will have a briefing session before they go, where they will receive a diary which will need to be filled in throughout the course of the day. This diary will include tasks and activities such as:

- Drawing a plan of the workplace and its key facilities
- Devising a plan to show what transport they will use to get to their workplace and the timing involved
- Interviewing two members of staff in different job roles to find out about the work they do
- Observing to see skills such as team work and problem solving being demonstrated
- Interviewing a longstanding employee to investigate what changes the business has experienced over the last twenty years



When they come back to school, the students will use what they have learnt from their placement to produce a PowerPoint presentation.

To do this, they will make use of:

- the PowerPoint skills they have learnt during their ICT lessons
- the presentation skills they will be developing in their English lessons

Pupils will deliver their presentation to their class and English teacher and they will be assessed not only on their presentation skills, but on their knowledge and understanding of the work-place they visited. This will also form their English oral assessment for the year and they will receive a grade for it along with some valuable feedback.

The date for this **'Away to Work' day is Friday 24th May 2019**

### Next Steps

- Complete the attached form with details of the placement and return to the Parental Returns box by **Tuesday 23rd April 2019**.

Further information will be given to your son during his tutorial time over the coming weeks.



## Year 7 Away to Work Programme

