

BTEC NATIONAL EXTENDED CERTIFICATE IN BUSINESS (LEVEL 3)

COURSE OUTLINE

This course is a natural progression from BTEC Level 2 in Business and Enterprise, GCSE Business Studies and Business Communications Systems.

Students who have a genuine interest in exploring the business world will be provided with the opportunity to develop their knowledge and skills further by investigating how local businesses operate, how the economy impacts on what businesses do, how businesses record, manage and control their finances, how they effectively market themselves and finally how they recruit and select employees to ensure they operate successfully. This is a 2 year course made up of four units, equating to one A Level:

HOW IT IS ASSESSED

Units are assessed using a grading scale of Distinction, Merit and Pass.

Unit 1: Exploring Business

(Mandatory Internal - Coursework 25%)

Students will study the purposes of different businesses, their structure, the effect of the external environment on the business, and how they need to be dynamic and innovative to survive.

Unit 3: Person and Business Finance

(Mandatory External - Examination 33.33%)

Students will study the purpose and importance of managing their personal finances and gain an insight into where financial support and advice can be gained. They will also develop the skills and knowledge needed to understand, analyse and prepare financial information for a business and the accounting processes involved.

Unit 2: Developing and Designing a Marketing Campaign

(Mandatory External - Examination 25%)

Students will gain knowledge and understanding of the different stages involved in the process of developing a marketing campaign for a business and will gain an insight into the importance of marketing to a business.

Unit 8: Recruitment and Selection

(Optional, Internal - Coursework 16.66%)

Students will explore how recruitment and selection is carried out in a business and why gaining the correct staff is important to its success. They will be given the opportunity to plan and participate in the selection process taking on the both roles of interviewer and interviewee.



BTEC NATIONAL EXTENDED CERTIFICATE IN BUSINESS (LEVEL 3)

CAREER PROGRESSION OPPORTUNITIES

University to study degree courses relating to
Business, Business Management, Human
Resource Management, Marketing/Advertising,
Finance/Accounting/Banking.

Higher Level Apprenticeships with PWC or
Deloitte. BTEC Higher National Certificate/Higher
National Diploma in Business related subjects.
Employment in Retail, Hospitality,
Finance/Banking, Manufacturing, Marketing.



BTEC CERTIFICATE IN PERFORMING ARTS (LEVEL 3)

COURSE OUTLINE

This specification is available at two levels: AS and A2 (Single Award). Students can take the AS units plus the A2 units for a full GCE A level qualification. They can also choose to take the AS course as a stand-alone qualification.

HOW IT IS ASSESSED

You will be assessed through practical exploration in lessons and performance workshops. You will also be assessed on final showcase performances before live audiences and recorded performances the exam board. Your performance work will be supported with actor's log books/ evaluations of the work produced. Your completed units will be both internally and externally assessed.

Unit 1: Investigating Practitioner's work (Mandatory).

The aim of this unit is to develop the your knowledge and understanding of leading experts in the field of theatre. You will investigate the work of performing arts practitioners and develop critical analysis skills and understanding of how practitioners communicate themes in their stage work. Your exploration will be mostly through practical workshops in our lessons, organised theatre trips and actor training.

Unit 2: Developing skills and techniques for live performance (Mandatory).

The aim of this unit is to serve as an induction into performing arts where you will develop the appropriate skills and techniques in one or more of the performance disciplines. You will participate in regular workshops, classes and exercises where you will acquire, practise and develop the necessary technical, practical and interpretative performance skills to perform before a live audience.

Unit 3: Group Performance workshop (Mandatory).

In this unit, you will learn how to respond to a given stimulus as part of a group, using research, discussion and practical exploration to develop performance material and perform to an invited audience. You will have an opportunity to both direct and share responsibility for creative decisions. The performance will be on a large scale and will require carefully planned rehearsals and preparation.



BTEC CERTIFICATE IN PERFORMING ARTS (LEVEL 3)

Optional Unit: Students' and Teacher's choice.

For our final unit the group will decide together, from a list of optional topics which best suit the individual skills, talents and interests of the class. There is a huge range of exciting options to choose from. This is an exciting opportunity to excel in your chosen area of expertise.

CAREER PROGRESSION OPPORTUNITIES

The performing arts industry is perfect for anyone who loves the arts and working in a creative role and environment. The sector is not limited to performing roles only, are a multitude of opportunities for those who are keen to work in design or production arts such lighting, sound, set, costume, hair and makeup etc. The course also offers gives excellent opportunities and experience of directing, script writing, stage management and working backstage. Skills and attributes gained can also lead to professions such as teaching, training, law, hospitality, travel and tourism, presenting, radio and television, project management, to name but a few.



GCE ENGLISH LANGUAGE AND ENGLISH LITERATURE **(A-LEVEL)**

COURSE OUTLINE

This is a two-year course involving two externally examined components and coursework.

AS and A' Level English Language and Literature are linear qualifications; assessments for each qualification will take place at the end of the course. The maximum percentage for each part of the course is as follows:

Component 1:

Voices in Speech and Writing 40%

Component 2:

Varieties in Language and Literature 40%

Component 3:

Investigating and Creating Texts 20%

ENTRY CRITERIA:

It is preferred that pupils have a GCSE English Language and/or a GCSE English Literature qualification at grade C* or above to progress on to the A' Level course in Year 13.

CAREER PROGRESSION OPPORTUNITIES

The course will broaden your understanding and appreciation of literary and non-literary texts from different social, cultural and historical perspectives. It prepares you for the research and study skills required in higher education and the workplace.



GCE ENGLISH LANGUAGE AND ENGLISH LITERATURE (A-LEVEL)

HOW IT IS ASSESSED

Component 1	Examination	2 Hour 30 Minutes	Maximum total of 40%
Texts	'Voices in Speech and Writing: An Anthology' (Includes literary, non-literary and digital texts) and one drama text- 'A Streetcar Named Desire'		
Component 2	Examination	2 Hour 30 Minutes	Maximum total of 40%
Texts	One prose fiction text plus one other literary text from a chosen theme - 'The Great Gatsby' and 'Othello'		
Component 3	Coursework		Maximum total of 20%
Texts	One fiction and one non-fiction text related to a chosen topic		
Assignment 1	One piece of fiction writing		
Assignment 2	One piece of creative non-fiction writing		
Texts	One Analytical commentary reflecting on the two pieces produced		



BTEC SUBSIDIARY DIPLOMA IN HOSPITALITY (LEVEL 3)

COURSE OUTLINE

BTEC Level 3 Subsidiary Diploma in hospitality gives learners the opportunity to make progress in the sector, whether their chosen route is employment, an apprenticeship or university. The qualification for this sector introduces learners to essential understanding in the following areas of the hospitality industry: scale and diversity, classification systems, organisation and structure of businesses operating in this industry and purpose of support functions in hospitality such as finance and marketing.

There are three mandatory units which are:

The Hospitality Industry:

In this unit learners will develop an overview of the importance of the hospitality industry within the economy in terms of its scale and diversity. They will investigate the hospitality industry, and develop an understanding of businesses that provide accommodation, catering and related services. Learners will explore the diverse types of ownership, products and services offered, as well as customer types, and will develop an understanding of trends within the industry.

Principles of Supervising Customer Service Performance in Hospitality, Leisure, Travel and Tourism

Customer service is of vital importance to all organisations in the hospitality, leisure, travel and tourism sector. A reputation for excellent customer service performance will help organisations to attract and retain customers by differentiating them from their competitors. Supervisors are an important factor in ensuring the continuity of an effective and positive customer service culture within an organisation. This unit looks at how a supervisor can help to develop customer service in their business, the relationship between customer service and selling and the impact that customer service can have on business performance. Learners will also explore the role of the supervisor in providing customer service and their part in building teams that can deliver effective customer service. Through completion of this unit, learners will be able to appreciate the vital role they play, as supervisors or potential supervisors, in the hospitality, leisure, travel and tourism sector, in contributing to the quality of customer service.



BTEC SUBSIDIARY DIPLOMA IN HOSPITALITY (LEVEL 3)

Providing Customer Service in Hospitality

This unit introduces learners to the principles of customer service and the part employees play in retaining existing customers and attracting new ones. Understanding and applying good customer service skills is a key requirement of this unit. Learners will come to appreciate how customer service and appropriate interpersonal skills contribute to the success of a hospitality business. They will be given the opportunity to practise and show customer service support, using appropriate communication and presentation techniques to meet customers' needs. Using a variety of hospitality based situations, learners will be taught how to satisfy different types of customers and their specific needs.

Four further optional units will be studied

HOW IT IS ASSESSED

This course is 100% coursework based assessed through theory based assignments, planning and running events based, journal logs and role plays.

ENTRY CRITERIA

There are no specific entry requirements however students must be prepared to bring in their own ingredients for practicals and will have to participate in events some which may be outside of School hours.

CAREER PROGRESSION OPPORTUNITIES

Progression: There are growing opportunities in the hospitality industry in N.I and opportunities to study this further at university level.

This course can also lead directly into the world of work or into a skills based apprenticeship.

This course would be of particular interest to anyone wanting to pursue the following job roles:

- Chef
- Events Manager
- Bartender
- Bar Manager
- Waitress
- Barista
- Cafe Manager
- Receptionist
- Room Porter

GCE HISTORY (A-LEVEL)

COURSE OUTLINE

"History teaches everything, including the future"
- Alphonse de Lamartine, poet, writer and politician.

GCE History builds on the foundations laid at GCSE level, but will help students improve as effective and independent learners and as critical and reflective thinkers. History develops the ability to undertake independent research and promotes analytical and problem-solving skills, as well as verbal and written communication skills. In GCE History, pupils develop their thinking and writing skills and learn to construct clear, logical, concise and convincing arguments. These are skills which will help students succeed at university level and which will give them an advantage in today's competitive job market.

HOW IT IS ASSESSED

Year 13:

Two external written examinations (each worth 50% of AS and 20% of full A level). Both examinations last 1 hour 30 minutes.

Both examinations will take place in May of Year 13.

AS 1:

Historical Investigations and Interpretations
Germany 1919-1945

AS 2:

Historical Conflict and Change
Russia 1914-41

Year 14:

Two external written examinations:

- A2 1 lasts for 1 hour 15 mins and is worth 20% of the A level
- A2 2 lasts 2 hours 30 mins and is worth 40% of the A level

Both examinations will take place in June of Year 14.

A2 1:

Change Over Time
The American Presidency 1901-2000

A2 2:

Historical Investigations and Interpretations
Partition of Ireland 1900-1925

ENTRY CRITERIA

Grade B or above in GCSE History. Grade B or above in English Language is also essential.



GCE **HISTORY** **(A-LEVEL)**

CAREER PROGRESSION OPPORTUNITIES

Through following this course, you will have the opportunity to develop skills that are transferable and are highly sought after by employers. You will have the opportunity to develop your skills and increase your self-confidence through research, having a questioning approach to evidence, arguing a case, reaching balanced conclusions based on evidence and writing in a clear and coherent way.

Many History students go on to have interesting and challenging careers, for example:

- In the Media
- Law
- Politics
- Policing
- Teaching
- Nursing
- Business
- Finance
- Civil Service



GCE

RELIGIOUS STUDIES

(A-LEVEL)

COURSE OUTLINE

A-Level Religious Studies builds on the skills developed through GCSE Religious Studies – exploration of Biblical narratives, analysis of key religious texts and evaluation of contemporary religious debates.

AS Level (Year 13):

An Introduction to the Gospel of Luke (AS Unit 1)

– In this unit, learners will consider key themes in Luke’s Gospel, such as forgiveness, miracles, and discipleship. Learners will also explore the relationship between Luke’s Gospel and contemporary human experience.

The Origins and Development of the Early Church to AD 325 (AS Unit 4) – In this unit, learners will explore the beginning, growth and development of the Christian Church.

Learners will, again, explore the relationship between key themes, such as martyrdom and religious conversion, and contemporary human experience.

A2 Level (Year 14):

Themes in the Synoptic Gospels (A2 Unit 1) – This unit widens the focus of Biblical narrative from Luke’s Gospel to include Matthew and Mark. Learners will focus on the ethical

teachings of Jesus and critically compare these narratives with contemporary scholarship. Themes in the Early Church and the Church Today (A2 Unit 4) – This unit allows learners to consider the relationship between religious faith and state authority. The theme of heresy is an interesting topic within this unit and learners will reflect on the changing nature of authority and church government.

HOW IT IS ASSESSED

Religious Studies A-Level is assessed through a series of external examinations. These exams will allow you to demonstrate knowledge and understanding of all you have studied throughout the year.

AS Level (Year 13):

2 x 1 hour 20 minutes written exams

A2 Level (Year 14):

2 x 2 hour written exams

ENTRY CRITERIA

GCSE Religious Studies (Grade C or above)



GCE **RELIGIOUS STUDIES** **(A-LEVEL)**

CAREER PROGRESSION OPPORTUNITIES

- Journalism
- Legal Professions
- Social and Health Care
- Teaching
- Politics
- Youth Work
- Church Ministries



BTEC CERTIFICATE IN CREATIVE DIGITAL MEDIA (LEVEL 3)

COURSE OUTLINE

This qualification provides an introduction into the study of creative digital media production. Students develop an understanding of the media industry through analysing media representations and producing media products. Students will complete 4 units throughout the 2 years.

HOW IT IS ASSESSED

All units are graded Pass, Merit, Distinction and Distinction.

Unit 1: Media Representations

External on-screen exam lasting 2 hours

Unit 8: Responding to a Commission

Controlled Assessment. A set task is completed during a 6 hour supervised period

Unit 4: Pre-Production Portfolio

Coursework internally assessed

Unit 13: Digital Games Production

Coursework internally assessed

OR

Unit 10: Digital Film Production

Coursework internally assessed

CAREER PROGRESSION OPPORTUNITIES

UCAS points are equivalent in size to one A level.

This qualification contributes to admission requirements in many Creative Media subjects, such as BA (Hons) Marketing and Communication. Knowledge gained from this course enables pupils to apply for entry level recruitment in marketing, sales, media industry design and other gaming or filming roles.



CCEA

GEOGRAPHY

(A-LEVEL)

COURSE OUTLINE

This specification is available at two levels: AS and A2. Students can take the AS units plus the A2 units for a full GCE A level qualification. They can also choose to take the AS course as a stand-alone qualification.

HOW IT IS ASSESSED

The specification has six units:

Unit AS 1:

Physical Geography

Unit AS 2:

Human Geography

Unit AS 3:

Fieldwork Skills and Techniques in Geography

Unit A2 1:

Physical Processes, Landforms and Management

Unit A2 2:

Processes and Issues in Human Geography

Unit A2 3:

Decision Making in Geography

At **AS** pupils study: the processes that shape weather, the relationships between population and resources or how to protect the countryside. They also do fieldwork and develop their ability to gather, evaluate and present information.

At **A2** level students study: plate tectonics, climate change, dynamic coastal environments or tropical ecosystems. They also study cultural geography, ethnic diversity or tourism. In addition, they investigate decision-making skills and apply these in a real world scenario.

CAREER PROGRESSION OPPORTUNITIES

Studying geography helps to develop:

- A lifelong interest in the world around us
- An understanding of the interaction between people and the environment
- Empathy with issues that affect us as global citizens
- A range of transferable skills valued in the world of work, including team working, problem-solving, decision-making, creative thinking and managing information
- ICT skills through new technologies, including Geographical Information Systems (GIS).

GCE

LIFE AND HEALTH SCIENCE

(SINGLE AWARD)

COURSE OUTLINE

This specification is available at two levels: AS and A2 (Single Award). Students can take the AS units plus the A2 units for a full GCE A level qualification. They can also choose to take the AS course as a stand-alone qualification.

HOW IT IS ASSESSED

For a full GCE Single Award qualification students must complete six units: three at AS level and three at A2.

Unit AS 1:

Experimental Techniques (Assessed practical)

Unit AS 2:

Human Body Systems (Exam)

Unit AS 3:

Aspects of Physical Chemistry in Industrial Processes (Exam)

Unit A2 1:

Scientific Method, Investigation, Analysis and Evaluation. (Assessed practical)

Unit A2 2:

Organic Chemistry (Exam)

Unit A2 5:

Genetics, Stem Cell Research and Cloning (Exam)

CAREER PROGRESSION OPPORTUNITIES

The CCEA GCE Life and Health Sciences specification was developed with industry in response to the needs of the growing life and health sciences sector in Northern Ireland. Life and health science related industries make up over 25% of Northern Ireland's total economic output and include a diverse range of public and private businesses and employment opportunities, including pharmaceutical, chemical, agricultural, dental, nursing, environmental and allied health professions.



OCR DIPLOMA IN HEALTH AND SOCIAL CARE (LEVEL 3)

COURSE OUTLINE

The health and social care sector employs vast numbers of people across the country within a varied range of job roles, with the workforce totalling around 3 million people. Many careers involve meeting the needs of people and, with this in mind, the Cambridge Technical in Health and Social Care offer a wide range of units. These enable students to learn about key areas and to meet the needs of people in the health and social care sector. The units studied are:

Unit 1:

Communication

Unit 10:

Safeguarding adults

Unit 16:

Nutrition

Unit 2:

Equality, rights and diversity

Unit 9:

Caring for Children

Unit 15:

Health Promotion

HOW IT IS ASSESSED

This course is entirely coursework based and is equivalent to one A Level. There are six units of work to be completed over a two-year course. Units will be divided evenly over the two years.

CAREER PROGRESSION OPPORTUNITIES

This course can lead to many career opportunities such as: Nursing, Childcare Youth work, Social work, Therapy assistant, Medical technician, Health care assistant, Health administration, Care management, FE teaching, Community development and many more.



OCR DIPLOMA IN **INFORMATION TECHNOLOGY** **(LEVEL 3)**

COURSE OUTLINE

This course is 100% coursework where students produce a portfolio of work for a given scenario across 6 units. This course enables learners to understand how business organisations use information and provides them with experience of various software used to manage information.

HOW IT IS ASSESSED

6 units of coursework. The units are graded Pass, Merit, Distinction and Distinction.

Unit 1:

Communication and employability skills for IT

Unit 2:

Information systems

Unit 10:

Computer game design

Unit 15:

Computer game platforms

Unit 19:

Spreadsheet modelling

Unit 43:

Understanding social media for a business

CAREER PROGRESSION OPPORTUNITIES

This course provides practical skills necessary to gain employment in IT or Business and supports further study in IT.



BTEC UNIFORMED PROTECTIVE SERVICES (LEVEL 3)

COURSE OUTLINE

Students must attend all classes and participate in all group tasks. Deadlines must be met throughout the course and students should read around the subject to ensure they can achieve all of the assessment criteria.

HOW IT IS ASSESSED

Year 13:

External Assessment

Unit 2:

Behaviour and Discipline in the Uniformed Protective Services

Internal Assessment

Unit 5:

Teamwork, Leadership and Communication in the Uniformed Protective Services

Year 14:

Internal Assessment

Unit 12:

Introduction to Criminology

Internal Assessment

Unit 15:

Police Powers and the Law

ENTRY CRITERIA

It is recommended that students have studied GCSE LLW and achieved grade A* -C.

Due to the high content of portfolio based work, students need to have achieved satisfactory standard in GCSE English Language.

CAREER PROGRESSION OPPORTUNITIES

This course is designed and targeted for students who would like to gain employment in the public services sector. Therefore, ideal for anyone who wishes to pursue a career in the Police, Fire or Rescue Services, the Armed Forces, Justice Services, Local Authorities, the Education sector, the Civil Service and National Government.

Alongside the other appropriate GCE course students could continue their studies in Applied Psychology and Criminology, Social Work, Fire Engineering, Forensic Science or Law.



GCE DESIGN AND TECHNOLOGY: **PRODUCT DESIGN** **(A-LEVEL)**

COURSE OUTLINE

This creative and thought-provoking qualification gives students the practical skills, theoretical knowledge and confidence to succeed in a number of careers. Especially those in the creative industries.

They will investigate historical, social, cultural, environmental and economic influences on design and technology, whilst enjoying opportunities to put their learning in to practice by producing prototypes of their choice.

Students will gain a real understanding of what it means to be a designer, alongside the knowledge and skills sought by higher education and employers.

HOW IT IS ASSESSED

Product Design requires students to engage in both practical and theoretical study. Students will cover Design and Technology skills and knowledge separated into 2 groups; technical principles and design and making principles. The subject is assessed in three components.

Paper 1:

120 marks (30%)

Paper 2:

80 marks (20%)

Non-Exam Assessment: (Practical Project)

200 marks (50%)

ENTRY CRITERIA

GCSE Design and Technology

PLUS a 'C' in Maths

CAREER PROGRESSION OPPORTUNITIES

Being an A-Level subject it can be used as a stepping stone to advance onto University Courses in Engineering and Design. Career Opportunities include;

- Graphic Designer
- Games Developer
- Web Designer
- Mechanical Engineering
- Product Designer
- Market Researcher
- Fashion Designer
- Architect
- Construction Manager
- Manufacturing Engineer
- Teacher



BTEC CERTIFICATE IN **SPORT** (LEVEL 3)

COURSE OUTLINE

A broad basis of study for the sport sector. It teaches and develops essential skills required for gaining employment and also securing career progression. This qualification is designed to support progression to higher education when taken as part of a programme of study that includes other appropriate BTEC Nationals or A Levels. It is equivalent to one A Level.

This course requires a genuine interest in sport. It is also essential to have the ability to work independently, the discipline to meet coursework deadlines and the determination to succeed in exams.

HOW IT IS ASSESSED

4 units studied, of which 3 are mandatory and 2 are assessed externally.

Year 13:

Anatomy and Physiology

(Externally assessed = online examination).

Learners explore how the skeletal, muscular, cardiovascular and respiratory systems function and the fundamentals of the energy systems.

Professional Development in the Sports Industry

(Internally assessed = assignments).

Learners explore the knowledge and skills required for different career pathways in the sports industry. Learners will take part in, and reflect on, a personal skills audit, career action plan and practical interview assessment activities.

Year 14:

Fitness Training and Programming for Health, Sport and Well-being

(Externally assessed = a set task based on a case study seen one week before the supervised assessment). Learners explore client screening and lifestyle assessment, fitness training methods and fitness programming to support improvements in a client's health and well-being.

Sports Psychology

(Internally assessed = assignments). This unit covers the psychological dimensions of sport, and introduces psychological techniques that can be used to enhance performance.

CAREER PROGRESSION OPPORTUNITIES

Sport is a big business, so there are many career opportunities from this qualification. Potential careers could be in Coaching, Journalism, Community Sport, Fitness, Professional Sport, Sports Goods Companies, Teaching, Psychology, Health or even Administration and Management.



BTEC CERTIFICATE IN TRAVEL AND TOURISM (LEVEL 3)

COURSE OUTLINE

This qualification is designed to support learners who are interested in learning about the travel and tourism industry. There are 4 modules to be studied over the 2 years. The qualification is the equivalent in size to one A-Level.

The 4 units cover the following content areas:

The travel and tourism industry

The travel and tourism industry in the UK is growing and is of major importance to the economy.

Different types of destinations and their importance:

Learners will investigate the features and appeal of global destinations.

Principles of marketing in travel and tourism:

Learners will explore how to develop a successful marketing plan for use by travel and tourism organisations.

HOW IT IS ASSESSED

This course includes three main forms of assessment: external, internal and synoptic.

External assessments are 'examinations' where all learners take the same assessment at the same time and 'set tasks' where learners take the

assessment during a defined window and demonstrate understanding through completion of a vocational task.

Internal assessments involve learners writing up findings of their own research in the form of coursework. They are internally assessed but subject to external standards verification.

Synoptic assessment requires learners to demonstrate that they can identify and use effectively an appropriate range of skills and techniques and knowledge from across the whole sector of travel and tourism.

CAREER PROGRESSION OPPORTUNITIES

- Tourism officer
- Tourist information centre manager
- Travel agency manager
- Events and conference manager
- Air cabin crew
- Holiday representative
- Hotel manager
- Tour manager
- Hotel manager