



**Toot Hill College:**

**A Parent's Guide to the Vocational Courses**

- 1. What are vocational courses and how do they compare to A Levels?**
- 2. Which vocational courses are offered at Toot Hill College?**
- 3. What will my child study on their vocational course and how will it be assessed?**
- 4. IMPORTANT: What is it important to understand about the assessment of vocational qualifications?**

# 1. What are vocational courses and how do they compare to A Levels?

<b>Aim of course?</b>	Vocational courses means they are designed with a specific career path in mind, related to the subject.
<b>Grading?</b>	Unlike A Levels, instead of grades E – A*, vocational courses are graded Pass, Merit, Distinction or Distinction*.
<b>Coursework to exam ratio?</b>	The vocational courses generally have a higher proportion than A Levels of internally-marked coursework assignments, although all of the vocational courses now also include externally-marked exam units too.
<b>Difficulty?</b>	All the vocational courses we offer are categorised by Ofqual as being 'Level 3' in difficulty; this is the same rating Ofqual gives A Levels, so essentially Ofqual rates them as being the same level of difficulty as A Level courses.
<b>How are they viewed by universities?</b>	The overwhelming majority of university courses accept these Level 3 vocational qualifications on the courses they offer; in fact, Level 3 vocational courses are given the same equivalent number of UCAS points as A Levels, which shows they rate them equally.

Vocational courses can earn students the same university tariff points as A Levels:

<u>A Level Grade</u>	<u>Tariff Points</u>	<u>Vocational qualification grade:</u>
<b>A*</b>	56	Distinction*
<b>A</b>	48	Distinction
<b>B</b>	40	
<b>C</b>	32	Merit
<b>D</b>	24	
<b>E</b>	16	Pass

## 2. Which vocational courses are offered at Toot Hill College?

The vocational courses currently being offered at Toot Hill College are:

<u>Vocational courses offered at THC:</u>	<u>Equivalent of...?</u>	<u>Lessons per week?</u>
BTEC Applied Science Award (Double)	<b>2 A Levels</b>	<b>12</b>
BTEC ICT Award (Single)	<b>1 A Level</b>	<b>6</b>
BTEC Sport Award (Single)	<b>1 A Level</b>	<b>6</b>
BTEC Sport Award (Double)	<b>2 A Levels</b>	<b>12</b>
Cambridge Technical Business Award (Single)	<b>1 A Level</b>	<b>6</b>
Cambridge Technical Business Award (Double)	<b>2 A Levels</b>	<b>12</b>

The course leads who currently run these courses are:

<u>Vocational courses offered at THC:</u>	<u>Lead teacher?</u>	<u>Contact email?</u>
BTEC Applied Science Award (Double)	<b>Mr. Dziombak Ms. Oldershaw</b>	<a href="mailto:odziombak@toothillschool.co.uk">odziombak@toothillschool.co.uk</a> <a href="mailto:oldershaw@toothillschool.co.uk">oldershaw@toothillschool.co.uk</a>
BTEC ICT Award (Single)	<b>Mr. Hudson</b>	<a href="mailto:chudson@toothillschool.co.uk">chudson@toothillschool.co.uk</a>
BTEC Sport Award (Single)	<b>Ms. Lynas</b>	<a href="mailto:slynas@toothillschool.co.uk">slynas@toothillschool.co.uk</a>
BTEC Sport Award (Double)	<b>See above</b>	<b>See above</b>
Cambridge Technical Business Award (Single)	<b>Mr. Rogers</b>	<a href="mailto:mrogers@toothillschool.co.uk">mrogers@toothillschool.co.uk</a>
Cambridge Technical Business Award (Double)	<b>See above</b>	<b>See above</b>

*In addition, please be aware that our whole school Vocational Lead teacher is Ms. Roberts, who can be contacted on [croberts@toothillschool.co.uk](mailto:croberts@toothillschool.co.uk)*

**3. What will my child study on their vocational course and how will it be assessed?**

**Please find included at the end of this handbook a summary of the course content for each of the vocational courses offered at Toot Hill College, including a further summary of the units students should have completed on the course by the end of Year 12.**

4. IMPORTANT: What is it important to understand about the assessment of vocational qualifications?

a) Failing an exam unit on a vocational course:

This is national policy set by the awarding bodies of all of the vocational courses, over which the College has no control or say:

- If students fail an externally-marked exam in the vocational courses, they are allowed only one re-sit.
- If they fail this re-sit, regardless of any of the externally-marked coursework units students may have completed and regardless of how high a level, they automatically fail the entire course and cannot continue.
- Finally, if a student does pass the exam unit but feels they could do better, it is possible for them to have a go at a resit to improve their grade; in any case they will keep their highest scoring exam attempt.

b) The national average of attainment for vocational qualifications:

This is the national picture, again over which the College has little control or say, and is important for understanding how the grades of vocational qualifications are viewed nationally, particularly by Post-16 destination-providers like universities, apprenticeship schemes and employers.

- The national average of attainment for all students studying these vocational qualifications is a Distinction.
- Due to this fact, many destination providers will expect a Distinction or above, and almost all will want a Merit or above.
- While a 'Pass' sounds positive, please remember that it is viewed as the equivalent of an 'E' grade at A Level and, therefore, there are much more limited destination options available to students who acquire this grade at the end of their qualification.

**Toot Hill College Vocational Courses:**

**Level 3 BTEC SPORT SINGLE (Pearson Edexcel)**

**<http://qualifications.pearson.com/en/qualifications/btec-nationals/sport-2016.html>**

**Course overview:**

<b>Unit number and name:</b>	<b>Description?</b>	<b>Weighting? (GLH = Guided Learning Hours)</b>	<b>Content in Y12 or Y13?</b>	<b>Marked internally or externally?</b>	<b>If coursework, submission date?</b>	<b>If exam, exam date?</b>	<b>If exam, resit date?</b>
1 – Anatomy and Physiology	Examination (2 hours)	120	Y12	Externally	N/A	May 2018	January 2019
2 – Fitness testing and programming for health, sport and well-being	Examination (2 hours)	120	Y12	Externally	N/A	January 2018	January 2019
3 – Professional development in the sports industry	Coursework (2 assignments)	60	Y13	Internally	June 2018	N/A	N/A
6 – Sport Psychology	Coursework (2-3 assignments)	60	Y12/13	Internally	January 2019	N/A	N/A

**What does this mean in Year 12 BTEC SPORT (Single)?**

<b>Number of units completed by the end of Y12:</b>	2 out of 4
<b>Specific units that will have been completed by the end of Y12:</b>	Unit 1 Unit 2
<b>When will students receive their Y12 BTEC Sport result?</b>	Students will receive the result of Unit 1 – an examination based unit- before the end of Y12 because it will be sat in January. Students will then receive the result of Unit 2 – an examination-based unit – on A Level Results Day (Thursday 16 <sup>th</sup> August 2018) because this is marked externally. It is at this point students will know the overall average of their Year 12 results.

**Toot Hill College Vocational Courses:**  
**Level 3 BTEC SPORT DOUBLE (Pearson Edexcel)**

<http://qualifications.pearson.com/en/qualifications/btec-nationals/sport-2016.html>

**Course overview:**

Unit number and name:	Description?	Weighting (GLH = Guided Learning Hours)	Content in Y12 or Y13?	Marked internally or externally?	If coursework, submission date?	If exam, exam date?	If exam, resit date?
1 – Anatomy and Physiology	Examination (2 hours)	120	Y12	Externally	N/A	May 2018	January 2019
2 – Fitness testing and programming for health, sport and well-being	Examination (2 hours)	120	Y12	Externally	N/A	January 2018	January 2019
3 – Professional development in the sports industry	Coursework (2 assignments)	60	Y13	Internally	June 2019	N/A	N/A
4 – Sports Leadership	Coursework (2-3 assignments)	60	Y13	Internally	April 2019	N/A	N/A
5 – Application of fitness testing	Coursework (2-3 assignments)	60	Y12	Internally	June 2018	N/A	N/A
6 – Sport Psychology	Coursework (2-3 assignments)	60	Y12	Internally	July 2018	N/A	N/A
17 – Sports injury management	Coursework (2-3 assignments)	60	Y13	Internally	July 2019	N/A	N/A
22 – Investigating business in Sport and the Active Leisure Industry	Examination (3 hours)	90	Y12	Externally	N/A	May 2018	January 2019
23 – Skill Acquisition in Sport	Coursework (2-3 assignments)	90	Y13	Internally	July 2019	N/A	N/A

**What does this mean in Year 12 BTEC SPORT (Double)?**

<b>Number of units completed by the end of Y12:</b>	5 out of 9
<b>Specific units that will have been completed by the end of Y12:</b>	Unit 1, Unit 2, Unit 5, Unit 6, Unit 22
<b>When will students receive their Y12 BTEC Sport result?</b>	Students will receive the result of Units 5 and 6 – coursework-based units - before the end of Y12 because they are marked internally. Also Unit 2 – an examination based unit – will have a result after the January exam Students will then receive the result of Unit 21 and 22 – examination-based units – on A Level Results Day (Thursday 16 <sup>th</sup> August 2018) because this is marked externally. It is at this point students will know the overall average of their Year 12 results.

**Toot Hill College Vocational Courses:**

**Level 3 Cambridge Technical Business (Double) OCR <http://www.ocr.org.uk/qualifications/vocational-education-and-skills/cambridge-technical-business-level-3-certificate-extended-certificate-foundation-diploma-diploma-05834-05837-2016-suite/>**

**Course overview:**

<b>Unit number and name:</b>	<b>Description?</b>	<b>Weighting? (GLH = Guided Learning Hours)</b>	<b>Content in Y12 or Y13?</b>	<b>Marked internally or externally?</b>	<b>If coursework, submission date?</b>	<b>If exam, exam date?</b>	<b>If exam, resit date?</b>
1 The Business Environment	Develop understanding of businesses operate in the way they do. They will look at a range of different types of businesses, business structures.	120	Y12	Externally	N/A	January 2017	June 2017
4 Customers and Communication	In this unit students will learn the purpose, methods and importance of communication in the business and appropriateness of different forms of communication.	60	Y12	Internally	June 2017	N/A	N/A
16 Principles of project management	Students will plan a project, and prepare a project plan. They will learn about different planning tools available for project planning.	60	Y12	Internally	June 2017	N/A	N/A
3 Business Decisions	Students will explore business decisions and the methods used to interpret and analyse this information	60	Y12	Externally	N/A	June 2017	January 2018
12 Financial Accounting	This unit aims to give students a sound understanding of why financial statements are prepared in the way they are.	60	Y12	Internally	June 2017	N/A	N/A
13 Management Accounting	This unit will look at costing and budgeting, and how to use current or historical data, to plan for effective finances and costs of the business for the future	60	Y12	Internally	June 2017	N/A	N/A



2 Working in Business	This unit will cover the skills and understanding needed to work effectively within a business environment	60	Y13	Externally	N/A	January 2018	June 2018
11 Accounting Concepts	This unit will give students an introduction to the foundation of business accounting. Allow them to gain skills in the accounting procedures used to produce final accounts	60	Y13	Internally	June 2018	N/A	N/A
15 Change Management	Students will learn what to do to manage change. Students will interpret quantitative and qualitative data to establish how effectively change is managed.	60	Y13	Externally	N/A	January 2018	June 2018
22	This unit will require students to learn and apply skills necessary to deliver a business project. This could be, for example, to research and carry out a marketing campaign.	120	Y13	Internally	June 2018	N/A	N/A

**What does this mean in Year 12 Cambridge Technical Business (Double)?**

<b>Number of units completed by the end of Y12:</b>	6 out of 10
<b>Specific units that will have been completed by the end of Y12:</b>	Unit 1 Unit 4 Unit 16 Unit 3 Unit 12 Unit 13
<b>When will students receive their Y12 BTEC Business (Double) result?</b>	Students will receive the result of Units 4, 16, 12 and 13 – coursework based units - before the end of Y12 because it is marked internally. Students will then receive the result of Units 1 and 3 – examination-based units – on A Level Results Day (Thursday 17 <sup>th</sup> August 2017) because this is marked externally. It is at this point students will know the overall average of their Year 12 results.

**Toot Hill College Vocational Courses:**

**Level 3 Cambridge Technical Business (Single) OCR <http://www.ocr.org.uk/qualifications/vocational-education-and-skills/cambridge-technicals-business-level-3-certificate-extended-certificate-foundation-diploma-diploma-05834-05837-2016-suite/>**

**Course overview:**

<b>Unit number and name:</b>	<b>Description?</b>	<b>Weighting? (GLH = Guided Learning Hours)</b>	<b>Content in Y12 or Y13?</b>	<b>Marked internally or externally?</b>	<b>If coursework, submission date?</b>	<b>If exam, exam date?</b>	<b>If exam, resit date?</b>
1 The Business Environment	Develop understanding of businesses operate in the way they do. They will look at a range of different types of businesses, business structures.	120	Y12	Externally	N/A	January 2017	June 2017
4 Customers and Communication	In this unit students will learn the purpose, methods and importance of communication in the business and appropriateness of different forms of communication.	60	Y12	Internally	June 2017	N/A	N/A
16 Principles of project management	Students will plan a project, and prepare a project plan. They will learn about different planning tools available for project planning.	60	Y12	Internally	June 2017	N/A	N/A
2 Working in Business	This unit will cover the skills and understanding needed to work effectively within a business environment	60	Y13	Externally	N/A	January 2018	June 2018
11 Accounting Concepts	This unit will give students an introduction to the foundation of business accounting. Allow them to gain skills in the accounting procedures used to produce final accounts	60	Y13	Internally	June 2018	N/A	N/A

**What does this mean in Cambridge Technical Business (Single)?**

<b>Number of units completed by the end of Y12:</b>	3 out of 5
<b>Specific units that will have been completed by the end of Y12:</b>	Unit 1 Unit 4 Unit 16
<b>When will students receive their Y12 Cambridge Business Technical result?</b>	Students will receive the result of Units 4 and 16 – coursework based units - before the end of Y12 because it is marked internally. Students will then receive the result of Unit 1 – an examination-based unit – on A Level Results Day (Thursday 17 <sup>th</sup> August 2017) because this is marked externally. It is at this point students will know the overall average of their Year 12 results.

## Toot Hill College Vocational Courses:

### Level 3 BTEC APPLIED SCIENCE **NQF Pearson**

#### Course overview:

Unit number and name:	Description?	Weighting? (GLH = Guided Learning Hours)	Content in Y12 or Y13?	Marked internally or externally?	If coursework, submission date?	If exam, exam date?	If exam, resit date?
1 – Principles and applications of science 1	Examination (1 hour)	90 GLH	Y12	Externally	N/A	5 <sup>th</sup> June 2017	January 2018
2 – Practical science procedures and techniques	Coursework (4 assignments)	90 GLH	Y12	Internally	March 2017	N/A	N/A
3 – Science investigation skills	Investigation (3 hours) followed by examination (1.5 hours)	120 GLH	Y12	Externally	N/A	3 <sup>rd</sup> April – 8 <sup>th</sup> May 2017	January 2018
6 – Investigative project	Coursework (3 assignments)	90 GLH	Y12	Externally	September 2017	N/A	N/A
4 – Laboratory techniques	Coursework (4 assignments)	90 GLH	Y13	Internally	June 2018	N/A	N/A
5 – Principles and applications of science 2	Examination (1.5 hours)	120 GLH	Y13	Externally	N/A	January 2018	June 2018
11 – Genetics and genetic engineering	Coursework (3-4 assignments)	60 GLH	Y13	Internally	June 2018	N/A	N/A
16 – Astronomy and space science	Coursework (3-4 assignments)	60 GLH	Y13	Internally	June 2018	N/A	N/A

#### What does this mean in for Year 12 BTEC APPLIED SCIENCE?

<b>Number of units completed by the end of Y12:</b>	3 out of 8 (With the content for the Unit 6 investigative project taught and students to complete over the summer holidays for September 2017).
<b>Specific units that will have been completed by the end of Y12:</b>	Unit 1 Unit 2 Unit 3
<b>When will students receive their Y12 BTEC Applied Science result?</b>	Students will receive the result of Unit 2 – a coursework based unit – <b>by April 2017 providing all work is submitted on time</b> Students will then receive the result of Units 1 and 3 – examination-based units – on A Level Results Day (Thursday 17 <sup>th</sup> August 2017) because these are marked externally. It is at this point students will know the overall average of their Year 12 results.