



St Benedict's Catholic High School Sixth Form

The logo for BTEC Plus, featuring the word 'BTEC' in large orange letters with a cluster of orange dots to the left, and the word 'Plus' in smaller black letters to the right.

BTEC Level 3 Diploma in Business
BTEC Level 3 Diploma in Health & Social Care
BTEC Level 3 Certificate in WorkSkills

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St Benedict's Catholic High School Sixth Form
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What is BTEC Plus?

BTEC Plus is a suite of vocational and academic qualifications that not only prepares students for employment or apprenticeships, but also allows access to university. This package is tailor-made according to each student's individual need.

At the core of BTEC Plus, students will take one of the following BTEC Level 3 Diplomas:

- **BTEC Level 3 Diploma in Business** (equivalent to 2 A levels)
- **BTEC Level 3 Diploma in Health and Social Care** (equivalent to 2 A levels)

Students taking a BTEC Level 3 Diploma will also study the following:

EITHER

- **1 or 2 International Baccalaureate Diploma Programme subjects** at either Standard or Higher Level from Groups 3 and/or 4 (one from each group) or choose from the online options:
 - **Group 3**
 - History
 - Geography
 - Information Technology in a Global Society
 - Psychology
 - **Group 4**
 - Biology
 - Physics
 - Design Technology
 - **On-line courses** which can only be taken at Standard Level
 - Economics
 - Philosophy
 - Mandarin

OR

- **BTEC Level 3 Certificate in WorkSkills** (Equivalent to 1 AS Level)

All students will also complete the **Creativity, Activity, Service (CAS)** course from the International Baccalaureate Diploma Programme as well as studying **Religious Education** for one hour per week.

University Recognition

BTEC Level 3 Diplomas are highly regarded by Higher Education institutions. Admissions to UK universities by BTEC students have risen 30% year on year over recent years. 95% of colleges and universities offering Higher Education courses now accept BTEC students, including many Russell Group universities.

University offers may be based upon the final grades achieved by a student in their BTEC qualification, or alternatively they may be based on UCAS tariff points.

The tables below illustrate the tariff points for 2018 university applications and also allow a comparison to be made between BTEC grades, the International Baccalaureate Diploma Programme subjects and A Levels.

UCAS tariff points for BTEC Level 3 Diploma

Grade	UCAS tariff points
D*D*	112
D*D	104
DD	96
DM	80
MM	64
MP	48
PP	32

UCAS tariff points for the International Baccalaureate Diploma Programme subjects

Higher Level IB grade	UCAS tariff points
7	56
6	48
5	32
4	24
3	12
2	0
1	0

Standard Level IB grade	UCAS tariff points
7	28
6	24
5	16
4	12
3	6
2	0
1	0

UCAS tariff points for A levels

A level grade	UCAS tariff points
A*	56
A	48
B	40
C	32
D	24
E	16

Students taking International Baccalaureate Diploma Programme subjects will accrue additional UCAS points and this information is provided in the accompanying International Baccalaureate Diploma Programme booklet.

Entry Requirements

Students taking BTEC Plus will need to have achieved a minimum of 4 x GCSEs at grade A* to C in separate subjects, preferably including English Language and Maths.

Please note:

- Grade B or above in GCSE Biology/Science is preferable for Health & Social Care
- Grade B or above in GCSE Maths is preferable for Business

If a minimum of grade C at GCSE is not achieved in English Language and Maths, provision will be made for students to re-take these subjects in Year 12.

If the IB Diploma Programme subject option is chosen, you will require a B in that specific subject if it has been taken at GCSE.

In the event of the Sixth Form being over-subscribed, the St Benedict's Admissions Policy: 2015/2016 will be applied (see school website for details).

Applying for BTEC Plus

Please read through this booklet and then select which BTEC Diploma Programme you wish to follow.

Students opting to take additional International Baccalaureate Diploma Programme subjects should refer to the International Baccalaureate Diploma Programme booklet and select one or two subjects at either Standard or Higher Level from Groups 3 and/or 4 (one from each group).

It should be noted that if a subject or course is under-subscribed then it may not be run.

Should you require more information on any of the subjects offered, or you are unsure as to which level would be best for you, please contact Mr Smallman, our Head of Sixth Form, or Julie McCaslin, our Sixth Form Administrator, on 01789 767030 or, alternatively, email any queries to sixthform@st-benedicts.org

BTEC Level 3 Diploma in Business



What will you do?

The **BTEC Level 3 National Diploma in Business** is an applied qualification that will equip students with the essential skills and knowledge for future study or a career in business. Students will undertake a number of units, in some they will present evidence based on real-life work and studies. Some units will be examined under controlled conditions. This course also offers students the opportunity to undertake work experience which allows them to demonstrate their skills and knowledge in practical situations. During the course students will develop their group work, IT, presentation and communication skills.

Students will study 8 units over the two years, these comprise:

- Unit 1 Exploring Business
- Unit 2 Developing a Marketing Campaign
- Unit 3 Personal and Business Finance
- Unit 4 Managing an Event
- Unit 5 International Business
- Unit 6 Principles of Management
- Unit 8 Recruitment and Selection Process
- Unit 27 Work Experience in Business

How will you do it?

The Business BTEC will be taught using a mixture of interactive classroom teaching, discussion and reflection. Students will be expected to work independently but also as part of a team. Classroom learning will be reinforced by presenting evidence based on real-life work and studies, with reference to business at local, national or global level.

How will you be assessed?

Internal Assessment - 55%

Students will be assessed on each unit, being awarded a pass, merit or distinction. Each unit will be made up of a number of assessments that are varied, challenging and relevant to a future in business:

- Unit 1 Exploring Business
- Unit 4 Managing an Event
- Unit 5 International Business
- Unit 8 Recruitment and Selection Process
- Unit 27 Work Experience in Business

External Assessment - 45%

Each assessment is taken under specified conditions and marked by Pearson:

- Unit 2 Developing a Marketing Campaign
- Unit 3 Personal and Business Finance
- Unit 6 Principles of Management

What is your commitment as a learner?

Business students are expected to be enthusiastic about exploring the world of business and the forces and circumstances that drive and restrain change in an interdependent and multicultural world. Their interest in the field of business should extend out of the classroom by reading around the subject and keeping up-to-date with current affairs.

Is there anything else you need to know?

This course is demanding and requires a good mathematical background, preferably a grade B at GCSE. No prior knowledge is required to study a Business BTEC. The course will be taught using a range of case studies or real businesses with guest speakers or educational visits.

What future opportunities will this subject open for you?

Students studying a Business BTEC will be well-placed to pursue a business related degree at university. The course may also aid entry into a career in a business related subject such as management, marketing, accounting, human resources, retailing, manufacturing, banking and politics.

This qualification also supports students who choose to progress directly to employment as the transferable knowledge, understanding and skills will give successful students an advantage when applying for a range of entry level roles, industry training programmes and Higher Apprenticeships.

BTEC Level 3 Diploma in Health and Social Care

What will you do?

The **BTEC Level 3 National Diploma in Health and Social Care** is equivalent to 2 A Levels and allows time in the curriculum to study other qualifications alongside. It is for students intending to study further towards a degree, probably in the Health and Social Care sector.

This BTEC course is a vocational qualification that will equip students with the essential skills and knowledge for a future career in the Health and Social Care sector. There are more than 300 distinct career paths in this sector, employing almost four million people across the UK. This qualification gives students opportunities to develop a range of skills and techniques, personal skills and attributes essential for successful performance in working life, within this sector as well as equipping them for higher education. This BTEC offers the chance to gain a qualification on a more practical level, both in the way the units are delivered and assessed through completion of a range of assignment tasks and real-life work based experience; this allows students to demonstrate their skill and knowledge in practical situations, and develop their IT, group work, presentation and communication skills.

Students taking this qualification will study six mandatory units, covering the following areas:

- Human Lifespan Development
- Working in Health and Social Care
- Meeting Individual Support Needs
- Safe Practice
- Research
- Public Health

Students also study two optional units that support their progression into specialised degree programmes, which cover the biological and sociological topics relevant to the different parts of the sector.

How will you do it?

The BTEC will be taught using a mixture of interactive classroom teaching, discussion and reflection. Students will be expected to work independently but also as part of a team. Classroom learning will be reinforced by presenting evidence based on real-life work and work experience placements as well as studies, relevant to the Health and Social Care sector.

How will you be assessed?

Students will be assessed on each unit, being awarded a pass, merit or distinction, which will then give the overall grade at the end of their studies. Three of the eight units are externally assessed and represent nearly 50% of the final grade:

- Unit 1 - Human Lifespan Development and
- Unit 2 - Working in Health and Social Care are assessed by 1.5 hour examinations set and marked by the exam board
- Unit 5 is a research task set and marked by the examination board; the students have six weeks to gather evidence to complete the task before sitting a three hour controlled assignment to write up the research

The remaining units will be made up of a number of assessments that are varied, challenging and relevant to a future in the Health and Social Care sector; these are internally set and externally moderated.

BTEC Level 3 Diploma in Health and Social Care

What is your commitment as a learner?

Health and Social Care students are expected to be enthusiastic about exploring the Health and Social Care sector, challenging them to work and interact within a very multicultural society. Their interest in the Health and Social Care sector should extend out of the classroom by reading around the subject and keeping up-to-date with current affairs and legislation.

Is there anything else you need to know?

This course is demanding and requires a good science background, preferably a grade B at GCSE. Students are required to undertake at least 100 hours of work experience across three different Health and Social Care settings, which will be fitted into their timetable. We give students the opportunity to take extra qualifications in First Aid and sign language and organise visiting speakers and visits to Hospitals, Universities, Health Care conferences and Health and Social Care careers events. The student must have a keen interest in the Health and Social Care sector and have a real interest or desire to explore this subject in their future studies or career.

What future opportunities will this subject open for you?

The BTEC Level 3 National Diploma in Health and Social Care is recognised by HE providers, meeting admission requirements to many relevant degree courses, especially if taken alongside other qualifications, such as Biology and/or Psychology. Students are able to progress into work in the sector through degree programmes in nursing, midwifery, social work, psychology, sociology, teaching, physiotherapy and occupational therapy, for example.

This qualification also supports students who choose to progress directly to employment as the transferable knowledge, understanding and skills will give successful students an advantage when applying for a range of entry level roles, industry training programmes and Higher Apprenticeships, especially if taken alongside WorkSkills.



BTEC Level 3 Certificate in WorkSkills

Students select units to study and build up credits to achieve the following qualification:

Level 3 BTEC Certificate - 18 credits (with at least 10 at Level 3)

Please note that this specification is in the process of being reviewed. The new specification has not yet been published for teaching from September 2016.

What you will do?

- Engage in learning that is relevant and will provide opportunities to develop a range of skills, techniques, personal skills and attributes essential for successful performance in working life
- You will work closely with employers and people from the world of business. Work placements will be selected to suit your needs giving you the opportunity of tasting different vocational areas to identify career routes
- Students can 'pick and mix' from 24 units at Level 3 and 30 units at Level 2 to build the WorkSkills qualification
- Achieve a nationally recognised Level 3 vocational qualification to enable progression into employment or into higher education

Unit		Credit
1	Career development	2
2	Maximising potential	1
3	Strategies to improve job interview skills	2
4	Preparing for work placement	1
5	Reflecting on work placement	1
6	Developing confidence for work	1
7	Organising and chairing meetings	1
8	Personal skills for leadership	1
9	Presentations for work	1
10	Planning for professional development	2
11	Reviewing professional development	1
12	Negotiation skills and persuasion in the workplace	2
13	Giving and receiving feedback	2
14	Coaching skills for the workplace	2
15	Mentoring skills for the workplace	2
16	Recognition and resolution of bullying in the workplace	1
17	Managing a work-life balance	1
18	Project management skills	1
19	Skills for a portfolio career	1
20	Skills for starting a business	1
21	Critical thinking	2
22	Academic research skills	2
23	Planning for further learning development	2
24	Manage your own learning	1

How you will do it?

The qualification is delivered through lectures, workshops, work experience. All unit assessment is on-line allowing the student to work at their own pace and enabling them to complete the units at school or at home, thus encouraging independent learning.

How will I be assessed?

Units are submitted to the tutor for assessment. This can also take the form of an interview, presentation or film! Units can be re-submitted if they do not meet the assessment criteria. There are no formal exams; all assessments are carried out by the tutor, internally verified and then externally moderated.

Benefits for students include:

- This applied practical course stretches and challenges students to achieve their potential, giving them the impetus they need to focus their career aspirations to go on to higher education or skilled employment
- These qualifications ensure that the knowledge, skills and understanding provided are relevant, current and useful for both learners and potential employers
- Greater student awareness of the knowledge, attitudes and behaviour for which employers are looking, thus increasing their employability