



School/College Programmes 2017

Course Descriptions

Contents

Automotive Skills National 4	3
Engineering Skills National 4	3
Engineering Skills National 5	3
Construction Crafts National 4.....	4
Construction Crafts National 5.....	4
VTCT Level 1 Extended Award in Hair and Beauty Skills (VRQ).....	5
VTCT Level 2 Extended Certificate in Hair and Beauty Skills.....	5
Early Education and Child Care National 4.....	5
Early Education and Child Care National 5.....	5
Health Care National 4.....	6
Health Care National 5.....	6
Hospitality National 4.....	7
Hospitality National 5.....	7
Website/Graphics Design and Development National 5	8
Higher Dance.....	8
Higher Health and Food Technology.....	8
Higher Accounting.....	Error! Bookmark not defined.
Higher Child Care and Development.....	9
National Progression Award (NPA) - Practical Science National 5.....	Error! Bookmark not defined.
National Progression Award (NPA) in Creative Industries National 4	10
HNC Computing.....	10
Preparing for an Apprenticeship in Electrical and Plumbing Level 5	10
Engineering Apprenticeship Pathway Level 5	Error! Bookmark not defined.
ICT and Digital Technologies Foundation Apprenticeship	Error! Bookmark not defined.
Business Skills Foundation Apprenticeship.....	11
Social Services (Children and Young People) Foundation Apprenticeship	12
Social Services and Health Care Foundation Apprenticeship	12
Laboratory Skills Foundation Apprenticeship	13
Engineering Technician Foundation Apprenticeship	13

Automotive Skills National 4

Course Description

The National 4 Automotive Skills course has been designed to provide an introduction to the automotive industry and a progression route into further education or for moving directly into training or employment within the automotive industry. The overall purpose of the course is to ensure that pupils develop practical skills, knowledge and understanding and employability skills needed within the automotive industry as well as developing generic transferable employability skills.

Engineering Skills National 4

Course Description

The overall purpose of the course is to ensure that pupils start to develop the generic and practical skills, knowledge and understanding and employability skills needed within an engineering sector.

The course focuses on the four broad areas of Mechanical, Electrical/Electronic, Fabrication & Welding and Manufacture. This will allow the pupils to gain basic transferable skills which can be applied to any of the above engineering areas. The Manufacture and Assembly Unit allows pupils the opportunity to apply the mechanical, electrical/electronic and fabrication skills they have learned in the manufacture and assemble of an artefact(s). The generic employability skills are integrated into each mandatory unit and should be developed in conjunction with the practical activities of each of these units. This will help pupils to understand that the generic skills such as time-keeping, following instructions and carrying out quality checks of your own work are just as important as the practical skills which they will learn.

Engineering Skills National 5

Course Description

The National 5 Engineering Skills course has been designed to provide a basis for progression into further education or for moving directly into training or employment within an engineering sector. The overall purpose of the course is to ensure that pupils start to develop the generic and practical skills, knowledge and understanding and employability skills needed within an engineering sector. This course focuses on the broad areas of Mechanical, Fabrication, Electrical, Electronic, Maintenance and an element of Design and Manufacture. This will allow the pupils to gain basic transferable skills which can be applied to any of the above engineering area

Construction Crafts National 4

Course Description

The course contains practical Construction Crafts Units in five important construction trades. It is especially suitable for pupils with an aptitude for and an interest in practical crafts work. Pupils will learn a variety of skills in the trades-specific units. In addition, they will develop skills and attitudes that enhance employability, not just in the construction industry, but in employment generally.

In the mandatory section, the Employability Skills Unit addresses a number of practical and employability skills which can be practised and developed across all the units in the course. The four other units in the mandatory section cover specific construction crafts. These crafts-specific units are in trades with high levels of identified skill shortages. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses.

The optional section offers the opportunity to learn skills in three of the four trades. They represent skills areas which are readily resourced in most centres offering construction courses. In the optional section, pupils can take units in the same trades as the mandatory section, further developing their skills in these specific trades.

Alternatively, they can take units in different trades, granting them the opportunity to experience a wider variety of construction crafts.

Construction Crafts National 5

Course Description

The course includes practical construction crafts units in three of the main construction trades. Pupils will learn a variety of skills in the trades' specific units. In addition, they will develop skills and attitudes that enhance employability, not just in the construction industry, but in employment generally.

In the mandatory section, the Employability Skills unit addresses a number of practical and employability skills which can be practised and developed across all the units in the course. The three other units in the mandatory section cover specific construction crafts in trades with high levels of identified skill shortages. Furthermore, they represent skills areas which are readily resourced in centres offering construction courses.

VTCT Level 1 Extended Award in Hair and Beauty Skills (VRQ) Nat 4

Course Description:

The main purpose of the VTCT Level 1 Extended Award in Hair and Beauty Skills (VRQ) is to prepare you to progress to the next level of vocational learning. All the units in this qualification directly prepare you for further study in the hair and beauty sector. This qualification includes all the required elements to develop your practical hair and beauty skills including a mandatory unit in create a hair and beauty image using colour. You will also have the opportunity to develop your understanding and skills further including: Hand and Nail Care, Make-up Application, Blow-drying Hair, Winding Skills and Shampooing and Conditioning Hair. You will also have the opportunity to develop your knowledge and understanding of the importance of health and safety within a salon environment. VTCT Level 2 Extended Certificate in Hair and Beauty Skills Nat 5.

VTCT Level 2 Extended Award in Hair and Beauty Skills (VRQ) Nat 5

Course Description

The main purpose of the VTCT Level 2 Extended Certificate in Hair and Beauty Skills (VRQ) is to prepare you to progress to the next level of vocational learning and prepare you for the specific job roles of a hairdressing or beauty therapy apprentice. This qualification includes all the required elements to develop your practical

hair and beauty skills including a mandatory unit in creating an image based on a theme. You will also have the opportunity to develop your understanding and skills further by including: basic nail art, basic skincare, basic photographic make-up, blow-drying and finishing hair and basic plaiting and twisting hair. You will also have the opportunity to develop your knowledge and understanding of the importance of health and safety within a salon environment.

Early Education and Child Care National 4

Course Description

The primary target group for this course is school pupils in S4 and above.

The emphasis of this course is to help pupils begin to prepare for working in the early education and childcare sector and to develop employability skills. They will develop the knowledge and skills required in this vocational area. The course is designed as an introduction to early education and childcare at National 4 level and helps pupils begin to understand some of the demands and responsibilities of working in this sector.

Since the National 4 course is designed with progression to National 5 in mind, the majority of the units at the two levels have common titles and address similar content areas. At National 4 pupils will cover issues in each area and begin to develop relevant skills such as team working skills, helping to plan play experiences and self-evaluation skills.

The National 4 Course in Early Education and Childcare offers a broad link to the care, learning and development of children aged 0–12 years.

Early Education and Child Care National 5

Course Description

The primary target group for this course is school pupils in S4 and above who have completed the National 5 Course in Early Education and Childcare.

The emphasis of this course is to help pupils prepare for working in the early education and childcare sector and to develop employability skills. They will develop a range of knowledge and skills required in this vocational area. The course is designed as an introduction to Early Education and Childcare at National 5 level and gives pupils an understanding of the demands and responsibilities of working in the sector. It also provides suitable progression for pupils who have studied the National 4 Early Education and Childcare course.

Since the National 5 course is designed with progression from National 4 in mind, the majority of the units at the two levels have common titles and address similar content areas. At National 5 pupils will cover a broader range of issues in each area and study these issues in more depth. They will also develop a wider range of skills including research skills, the ability to evaluate their planning and preparation of play experiences and the ability to set realistic and achievable goals for personal development. The pupil will be expected to build on skills from National 4 and work proactively and independently.

Health Care National 4

Course Description

The primary target group for this course is school pupils in S4 and above.

The course introduces pupils to the health sector. It includes investigating the different types of provision, the range of services provided and the roles and responsibilities of those working in a type of provision. Pupils will also investigate the career opportunities in the health sector.

Care values are important when working in the health sector. Therefore, pupils will explore care values and participate in practical activities that allow pupils to demonstrate care values, including the importance of maintaining confidentiality and an awareness of equality and diversity. Pupils will also assess risks in relation to infection and participate in practical activities to demonstrate infection control measures.

Pupils will be given the opportunity to work as a member of a team to produce health promotion advice, encouraging co-operative working. They will learn about the main body systems as underpinning knowledge to inform the health promotion advice. Pupils will participate in a practical activity to take a physiological measurement.

Effective team working is an essential element of working in the health sector. Pupils will investigate a multidisciplinary team and explore the benefits of a multidisciplinary approach to users of the health sector. The course introduces pupils to the range of product types made by the Life Sciences Industry. Pupils will participate in a practical activity to demonstrate the use of a biomedical device.

Central to the course is developing the employability skills valued by employers in general and necessary for effective work in the health sector. These skills are embedded in the different units providing pupils with the opportunity to practice and develop these skills throughout the course.

Health Care National 5

Course Description

The primary target group for this course is school pupils in S4 and above. The National 5 course provides a progression route for pupils who have successfully completed the Skills for Work: Health Sector National 4 Course. The National 5 Course will build on the skills and knowledge developed in the National 4 Course and will introduce pupils to a range of more advanced skills.

In this course it is important that pupils demonstrate their skills and knowledge by accessing real or simulated health sector environments and having visiting industry speakers or visits in the health sector. It is anticipated that the course will rely upon and build on partnerships between schools, further education colleges, higher education institutions, employers and other training organisations to demonstrate to the learners the roles of health and social care in these settings: NHS, Social work, Social Care, Life Sciences Industry, Complementary Therapies, Retail Pharmaceutical Industry, Independent Healthcare and Voluntary Sector.

The emphasis of this course is to prepare pupils for working in the health sector and develop employability skills valued by employers. Pupils will have the opportunity to investigate a range of job roles and career opportunities as well as participate in a job interview.

Hospitality National 4

Course Description

Introduction to Hospitality/professional cookery with 4 mandatory units that complete the group award. The course enables pupils to experience the professional kitchen and restaurant and to learn about the different roles and responsibilities in hospitality professions. It begins to develop vocational skills and knowledge.

All units in the course, place emphasis on the employability skills and attitudes that will help to prepare pupils for the workplace. Pupils will have the opportunity to develop the skills involved in preparing, cooking, presenting and serving food and drinks. Pupils will also gain practical experience of working in a realistic working environment.

Hospitality National 5

Course Description

Skills for Work Hospitality at National 5 (SCQF level 5) provides an introduction to the different commercial and non-commercial sectors of the hospitality industry and the types of provision they offer. Pupils will also learn about the organisational aims of hospitality establishments and the products and services they provide.

Pupils will develop vocational skills and knowledge and gain practical experience in: menu planning; preparing, cooking and presenting a range of foods in a professional kitchen; serving food and drinks; undertaking reception duties and customer care; and planning, organising and running a small hospitality event.

All units in the course place emphasis on the employability skills and attitudes which will help to prepare pupils for the workplace. Pupils will have the opportunity to prepare for, and take part in, a job interview.

Website/Graphics Design and Development National 5

Course Description

This course will allow pupils to gain fundamental skills in web and graphic design, particularly in the area of User Interface Design, complemented by experience with event driven scripting languages. The course will allow pupils to gain fundamental skills in the development of software applications as they develop their creative skills with the many types of media elements common to interactive websites. The course offers a more practical hands on experience with lots of opportunity to design and implement. Importantly, it provides lots of visual feedback and opportunity for the pupil to make creative input into the process. In semester 2 classes will work together as teams, applying the skills from semester 1, with a larger scale project to design and build in groups for an external client. Support is provided in the respective areas by the semester 1 lecturers to guide them to completion.

Higher Dance

Course Description

‘The Higher Dance Course encourages pupils to be inspired and challenged when developing technical dance skills and performing, creating and appreciating dance.’

Based at The Space, home of the Scottish School of Contemporary Dance they will find themselves embraced

by the creativity and imagination of the individuals currently training in the performing arts. The award-winning building will provide pupils with state of the art facilities and a support network of experienced professional tutors in a variety of dance styles.

The two main dance styles that the course will have emphasis on are, Contemporary and Hip Hop, but will also encompass a variety of supplementary classes/topics throughout the year.

Pupil's will not only develop their knowledge and understanding of performing and choreographing dance but will have opportunities to work with professional dance artists and a variety of dance companies.

This course will also encourage pupils to attend a programme of dance performances that are scheduled throughout the year, which will help broaden cultural knowledge whilst promoting a positive attitude to learning proposing the opportunity for constant personal development.

Higher Health and Food Technology

Course Description

The Course aims to enable pupils to:

- understand the significant function that accounting performs in industry and society
- develop accuracy in the preparation, presentation, interpretation and analysis of relatively complex accounting information, and apply a systematic approach to solving financial problems
- apply relatively complex accounting concepts and techniques in the preparation of financial information
- develop an understanding of a range of sources of finance available to organisations, and of the circumstances in which these sources might be used
- apply the use of information technology in relatively complex accounting tasks

It would be beneficial but not mandatory for pupils to have attained skills, knowledge and understanding from National 5 Accounting / National 5 Maths. For some pupils this higher can act as an introduction to accounting and the world of finance.

This Higher will provide pupils with a deeper understanding of the accounting function, which is key in all organisations. It will broaden their financial and business awareness, allowing them to understand how organisations make decisions. This understanding provides the pupil with a platform for further study.

Higher Child Care and Development

Progression Pathways and Course Description

HNC Childhood Practice or related subjects at SCQF Level 6 in Care. Further study, employment and/or training.

The main purpose of the course is to enable pupils to understand child development from pre-birth to 16 and the roles and responsibilities of practitioners, other professionals, parents/carers and others in contributing to the development of children and young people. Pupils will gain knowledge, understanding and skills that will help them to contribute to the development of children in personal and professional contexts.

Active learning and personalisation will be promoted by giving pupils the opportunities to investigate a range of childcare issues and topics. Many activities will involve collaborative learning as learners work with others to discuss and present their ideas.

The main aims of the course are to enable pupils to:

- understand child development and factors that influence development from pre- birth to 16
- understand theories of development and the way these are applied to working with children and young people
- develop awareness of initiatives and/or strategies used to inform current childhood practice
- develop awareness of current services for children and young people
- understand the role and responsibilities of professionals and others in contributing to the development of children and young people
- develop skills of investigating, analysing, evaluating and presenting information.

National Progression Award (NPA) – Practical Science National 5

Course Description

A collection of science practical and theory units designed to give pupils an insight into skills required for progression to further study and/or employment. Pupils will receive a National Progression Award on successful completion of all units.

National Progression Award (NPA) in Creative Industries National 4

Course Description

The NPA in Creative Industries provides you with the opportunity to study a range of creative specialisms and achieve a National Progression Award (NPA).

You can choose to undertake one of the following pathways:

Production (visual arts) – includes Performing Arts, Art and Photography

Or

Pre-production (technical) – includes Creative Digital Media, Hair and Make-up and Events Management

You will develop industry specialist skills through engaging in tasks important to the creative industries, such as working to an agreed brief, planning and target setting, team-working and evaluation of your contribution.

Both groups will work together on a “live” project, gaining specialist skills and knowledge to fulfil the creative brief leading to an end of course event.

HNC Computing

Course Description

In a world of increasingly complicated computer systems and devices, pupils with knowledge of more than one area in computing will benefit any workplace. Within this course there is an emphasis on gaining the skills to build a strong foundation in the main areas of computing which include: programming, networking, mobile technology, database development, project management and computer hardware (theoretical and practical).

Preparing for an Apprenticeship in Electrical and Plumbing Level 5

Course Description

This programme provides pre-apprentice level training in electrical and mechanical services. It covers the essential skills and knowledge required to pursue careers in electrical and plumbing services. The programme will also develop key skills on work placement. Gaining experience with employers will give a greater understanding of the Industry in the Modern Apprenticeship Schemes in the operation in the different areas.

Engineering Apprenticeship Pathway Level 5

Course Description

As part of the Senior Phase provision 2017/18, Dundee and Angus College would like to offer pupils in S4 and S5 the opportunity of a 2 year programme in Engineering. If you are interested in a career in the Engineering Craft and Technician sectors and wish to gain some initial skills and knowledge that will aid you to progress into an apprenticeship programme, whether that be as an employed apprentice or as a fulltime student within Dundee & Angus College Engineering department, then this is the programme for you. You would be required to be working towards or achieved National 4/5 in Maths or Physics, Communication and a Technical subject.

Work Placement – Industry Challenge

Work Placement will take the form of either a work placement with a local company. Where this is not appropriate the learners will work on “Real work” projects being undertaken by Dundee & Angus College such as aiding in the design planning, building and manufacturing of a wide range of structures and components.

ICT and Digital Technologies Foundation Apprenticeship Level 6

Course Description

In S5, pupils will conduct an 'industry challenge' which will take the form of a live client project. This will involve pupils participating in a project set by a local digital/ICT company who will act as their client for a software application that they must design and build.

This will develop their knowledge of the software development process but will further develop their skills in communication and understanding of the industry. In addition the pupils will develop skills in personal reflection and enable connections to be made with knowledge previously gained within the NPA.

In S6, pupils will undertake a work experience placement in a relevant digital/ICT setting within either a local authority or private sector employer. The pupils will gain experience of working within a software development environment in which they will see a wide range of roles including software design, testing and maintenance. The pupils will also gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice including ensuring dignity and privacy, respect for self and others and equality and diversity principles.

Business Skills Foundation Apprenticeship

Course Description

Year 1 (NPA in Business Skills) Units include:

- Understanding Business
- Management of People and Finance
- PC Passport: Working with IT Software - Word Processing and Presenting Information
- PC Passport: Working with IT Software - Spreadsheet and Database
- Contemporary Business Issues
- Work Placement

Year 2 (work placement)

The work placement component in S6 will provide pupils with the opportunity to have significant input to a long term engagement with a business issue, this may include tasks such as:

- Producing business documents
- Contributing to the organisation of events
- Developing and delivering presentations
- Providing reception services
- Using and maintaining office equipment
- Taking responsibility for logistics e.g. travel and accommodation
- Providing administrative support for meetings
- Using a variety of software packages
- Presenting business documents and managing projects
- Applying problem-solving skills to resolve challenging or complex complaints

Pupils will participate in job shadowing enabling interaction with services users to further develop skills in communication and gain an understanding of the client group. In addition they will develop skills in personal reflection and enable connections to be made with knowledge previously gained. The pupil will gain experience of working with older adults, employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice including respect for self and others and equality and diversity principles. Certificate of work readiness may also be offered to the young people on this Foundation Apprenticeship where appropriate.

Social Services (Children and Young People) Foundation Apprenticeship

Course Description

In S5, pupils will attend college one day per week to develop their understanding of the values and principles that underpin childcare before applying to practice whilst on work placement. The course structure will develop the skills of investigating, analysing, evaluating and presenting information, as well as developing knowledge and understanding.

Vocational skills will be developed, demonstrated and competence will be assessed whilst on work placement through the achievement of the SVQ units within the framework. Pupils will develop further care and employability skills whilst on work placement to enable them to generate the necessary evidence required for the SVQ 2 Social Services (Children and Young People) at SCQF Level 6 (part of). The pupils will gain an understanding of the National Care Standards which underpin childcare practice. They will have the opportunity to relate all of their theoretical knowledge gained in S5 to practice undertaken whilst in S6. The pupils will develop reflective practice skills as part of this process.

In S6, pupils will undertake a work experience placement in a relevant play work and childcare setting with the local authority, or private sector employer. In addition to the completion of the mandatory units SVQ the pupil will gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice.

Social Services and Health Care Foundation Apprenticeship

Course Description

Year 1: NPA in Social Services and Healthcare

In S5, the pupil will attend college one day per week to develop your understanding of the values and principles that underpin Social Services and Healthcare before applying to practice whilst on work placement. The course structure will develop skills of investigating, analysing, evaluating and presenting information, as well as developing knowledge and understanding.

Year 2: SVQ Level 2 in Social Services and Healthcare (part of)

In S6, the pupil will undertake a work experience placement in a relevant health or social care setting with the local authority, or private sector employer. In addition to the completion of (part of) the SVQ, the pupil will gain employability skills of timekeeping, attendance, team working, communication and demonstrating value based practice.

Vocational skills will be developed, demonstrated and competence will be assessed whilst on work experience placement through the achievement of the SVQ units. The pupil will develop further care and employability skills whilst on work experience placement to enable you to generate the necessary evidence required for the SVQ 2 Social Services (Health and Social Care, part of) at SCQF Level 6. They will also have the opportunity to relate all of your theoretical knowledge gained in S5 to practice undertaken whilst in S6 and develop reflective practice skills as part of this process.

Laboratory Skills Foundation Apprenticeship

Course Description

Vocational skills will be developed, demonstrated and assessed whilst on work placement through the achievement of the SVQ units within the framework of the NPA Laboratory Science Course. You will develop further employability skills whilst on work placement.

NPA Laboratory Science

Units Include

- **Mathematics for Science (level 5)**
Develops skills in statistics, algebra, and graphical work and how to apply these skills in an appropriate scientific context
- **Fundamental Chemistry: An Introduction (level 6)**
Introduction to the main concepts of chemistry
- **Quality and Health and Safety Systems in Science Industries (level 7)**
Introduction and opportunity to view quality standards and health and safety issues procedures in practice via at least one industrial/commercial site visit.
- **Microbiological Techniques (level 6)**
Develops knowledge, understanding and practical skills in growth limitation and sterilisation, culturing and identifying micro-organisms.

Year 1

In S5, you will attend college one day per week to develop your understanding of the values and principles of Laboratory Science before applying to practice whilst on work placement.

Year 2

Work placement in an industry approved workplace building real life skills and attributes which are specialised to a chosen career.

Engineering Technician Foundation Apprenticeship

Course Description

Skills

Delivered in a number of ways, practical workshop and laboratory sessions as well as during project and industry challenge tasks. Both the core and essential skills will be delivered within the NC Mechanical Engineering Level 6 and SVQ Level 2 Performing Engineering Operations units.

Knowledge

Gained in the academic qualification (NC Level 6) within the classroom and laboratory settings and vocationally within workshop training and practice sessions, project work and work experience as they work towards their group of SVQ 2 Performing Engineering Operations Units.

Competence

Will be developed in workshop training, practice along with working on projects, industry challenge and work placement opportunities, assessed and observed within these scenarios and evidenced against the SVQ Level 2 Performing Engineering Operations Unit requirements.