

# A Guide for Principals, Parents and Pupils

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## Key Stage 4: Year 11 & 12 Course Options

- ▶ Occupational Studies
  - ▶ GCSEs
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**NORTHERN**  
Regional College





Northern Regional College continually works with schools to develop an exciting and innovative vocational curriculum which is relevant to the opportunities available within the world of commerce and industry. This curriculum is part of the Entitlement Framework offering which will allow wider student choice at Key stage 4 and beyond.

Each year, we partner with 46 schools in Northern Ireland, to assist in delivering the Entitlement Framework. We pride ourselves in our ability to replicate industrial workplace settings as well as providing learners a real vocational experience, equipping them with the skills necessary to succeed in industry.

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# Overview of Occupational Studies

## Qualification Aim

Occupational studies are vocational based qualifications, developed by CEA, focused on providing learners with hands-on practical experience and skills required for the world of work. Learners will have the opportunity to study these qualifications at one of Northern Regional College's campuses – Coleraine, Ballymoney, Ballymena, Magherafelt or Newtownabbey - and will be taught by highly qualified and industry experience lecturers within fully equipped industry standard workshops, restaurants and hair and beauty salons.

There are six individual qualifications awarded at Level 1 and 2. Each qualification relates to a general occupational area and includes a range of optional units.

1. Business Services
2. Construction
3. Creativity and Design
4. Engineering
5. Environment and Society
6. Technology and Innovation

## Occupational Studies Options

Business Services	Construction	Creativity and Design	Engineering	Environment and Society	Technology and Innovation
<b>Optional Units</b>	<b>Optional Units</b>	<b>Optional Units</b>	<b>Optional Units</b>	<b>Optional Units</b>	<b>Optional Units</b>
Facial Skincare	Brick/Blockwork	Food Specialised Crafts	Manufacturing Techniques – Hand Fitting	Working in Tourism	Bench Joinery
Manicure & Nail Art	Hard Landscaping	Food & Drink Patisserie & Baking	Manufacturing Techniques – Sheet Metal	Running a Leisure Event	Carpentry & Joinery
Customer Service (Food & Drink)	Bench Joinery	Styling Using Blow Drying Techniques	Basic Fast Fit Operations	Sports Leadership	Manufacturing Techniques – Hand Fitting
Food Contemporary Cuisine	Carpentry & Joinery	Hairstyling On Long Hair	Vehicle Technician Operations		Manufacturing Techniques – Sheet Metal
			Plumbing		Sound Production
			Electrical Wiring and Installation		Digital Imaging
			Vehicle Servicing and Valeting Operations		

Learners must complete TWO units from the same occupational area to achieve a qualification but cannot study the same unit twice.

Units are dependent on viable numbers and subject to resource availability at time of expression of interest. They may also not be available to study at all campuses.

## Qualification Structure

Most learners study two single awards over year 11 and year 12 undertaking 2 units each year. 60% of the marks are awarded for undertaking the practical activities; the remaining 40% are equally divided between underpinning knowledge related to the practical tasks and a student evaluation of the work which they have carried out.

## Grading Equivalences

Occupational Studies grading is aligned to GCSE grades as outlined below.

Occupational Studies Level	
<b>Level 2</b>	
Grade	GCSE Notional Equivalency
Distinction/Distinction*	A/A*
Merit	B
Pass	C
<b>Level 1</b>	
Grade	GCSE Notional Equivalency
Distinction	D
Merit	E
Pass	F/G
<b>First Skills 1, 2 &amp; 3</b>	
Grade	GCSE Notional Equivalency
Unclassified	U

## Benefits of studying Occupational Studies at Northern Regional College

1. Focus on occupation and employability.
2. Enable progression to other courses at the College, training and employment.
3. Develop knowledge and transferable skills within subject area needed in a changing and dynamic working environment.
4. Use of industry standard equipment and facilities.
5. No examinations - increase level of achievement where students flourish in practical related assignments/coursework.
6. Opportunity to be taught in classes with students from all sections of the community.

## Optional Unit 1 Facial Skincare

Within this unit learners will undertake the following:

- Develop the necessary skills to carry out a client evaluation.
- Recommend a treatment to suit the client's skin type and condition.
- Develop a treatment plan, including time and cost with the client and then record accurately.
- Prepare an area and ensure self and client meets salon requirements with reference to materials, equipment and health and safety.
- Apply facial products in a cost effective manner and in accordance with manufacturers' guidelines, leaving the skin clean and exfoliated.

## Optional Unit 2 Manicure & Nail Art

Within this unit learners will undertake the following:

- Apply manicure products in a cost effective manner and comply with manufacturers' guidelines.
- File the free edge; treat the cuticles and leave nails neat and undamaged.
- Use massage techniques which are smooth and flowing and followed by correct application of varnish to meet client needs.
- Provide aftercare advice and record onto the treatment card.
- Provide nail polishing treatments and nail decoration.
- Demonstrate the consideration of environmental issues relating to the use and disposal of products.

# Business Services

## Optional Units

### Optional Unit 3 Customer Service (Food & Drink)

This unit provides learners an understanding of:

- Legislation relating to health and safety in the workplace.
- How to create an excellent first impression.
- Communicating with customers and responding to enquiries.
- Dealing with customers' needs and complaints.
- Obtaining customer feedback.
- Developing plans to improve customer service.

### Optional Unit 4 Food Contemporary Cuisine

This unit includes:

- Food hygiene and personal hygiene standards for food handlers.
- Consideration of safe use of equipment and other health and safety issues in the catering industry.
- Preparation, cooking and finishing of four starters, four mains and four desserts.
- Safe storage of foods and recycling of packaging.
- Healthy eating alternatives.

# Business Services

## Optional Units





## Optional Unit 1 Brick/Blockwork

This unit will provide learners the skills associated with brick and block laying using appropriate tools and materials, following safe working practices. Within this unit, learners will cover:

- Health and safety with respect to workshop activities.
- Use of basic brickwork and hand tools.
- Dry bonding of half-brick and one-brick walls in various bonds using both brick and blocks.
- Construction of a range of brickwork models in half brick and solid walling.

## Optional Unit 2 Hard Landscaping

Learners will develop the skills associated with Hard Landscaping which includes brickwork, building steps, flagging and brick paving using appropriate tools and materials. Within this unit learners will cover:

- Use of basic hand and power tools safely.
- Identify and maintain the basic hand tools and name their parts.
- Understand the implications of the Health and Safety at Work Act 1974 in relation to this occupational area.

# Construction

## Optional Units





# Construction

## Optional Units

### Optional Unit 3 Bench Joinery

This unit includes:

- Consideration of health and safety issues with respect to workshop activities in bench joinery.
- An appreciation of environmental issues relating to timber.
- The appropriate use of bench joinery hand tools, and basic hand-held power tools.
- Techniques of cutting, jointing, boring and planning to produce construction related components.
- Construction of a range of bench joinery models.

### Optional Unit 4 Carpentry & Joinery

This unit includes:

- Consideration of health and safety issues with respect to activities in carpentry and joinery.
- The appropriate use of basic carpentry and joinery hand tools and hand-held power tools.
- Construction of a range of carpentry and joinery models relating to site-based activities, incorporating a wide range of joints and jointing methods.

# Creativity and Design

## Optional Units



### Optional Unit 1 Food Specialised Crafts

This unit will allow learners to gain an understanding of a specialised catering craft such as Sugar Craft. Creativity and innovation are the key factors within this unit.

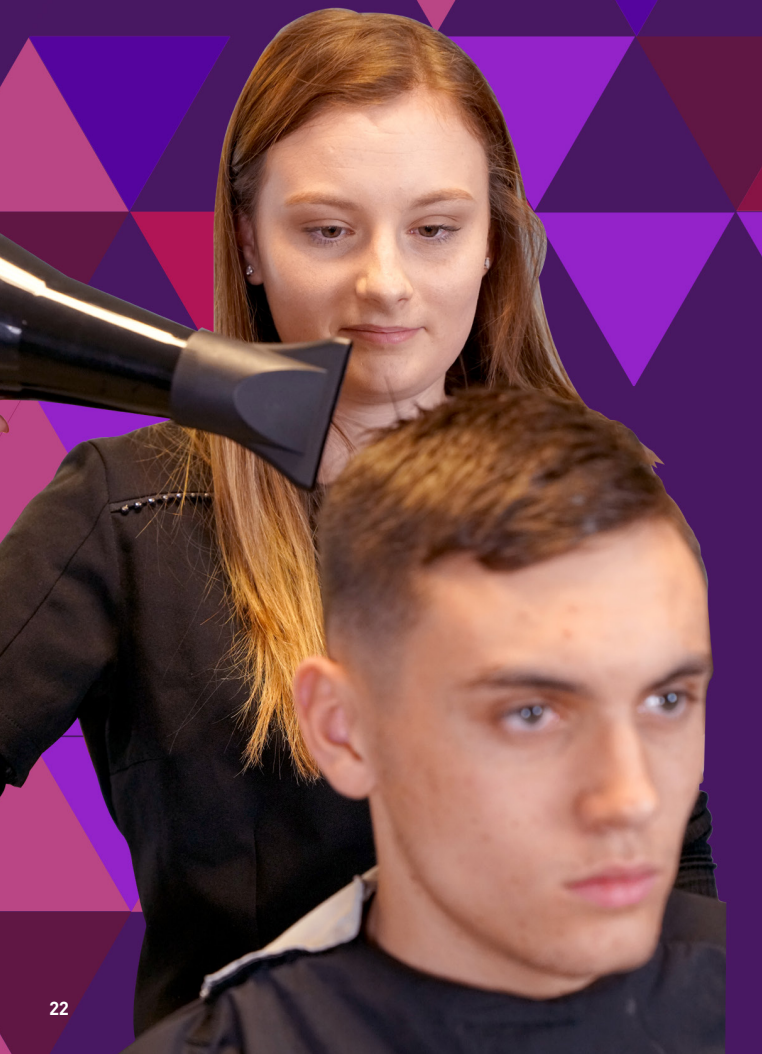
Learners will:

- Consider health and safety rules and issues within the craft industry.
- Research the specific craft.
- Practise skills through workshops.
- Work to a brief.
- Write the proposal of an idea.

### Optional Unit 2 Food & Drink Patisserie & Baking

Within this unit learners will:

- Prepare, bake and finish four different products for example wheaten bread, soda bread, sundried tomato and herb focaccia, or naan, bread.
- Bake two different types of scones, for example cherry, raspberry and chocolate or apple and cinnamon.
- Use glazing, icing, filling and decorating methods to finish the products.
- Present each of the products as if for sale in for example, a bakery or coffee morning.
- Prepare, bake and decorate four different cake, biscuit and pastry products.



### Optional Unit 3 Styling Using Blow Drying Techniques

This unit provides learners with a basic understanding in:

- Blow-drying techniques.
- How to carry out a client consultation and suitable advice and guidance on hair design.
- Developing knowledge and skill in a range of hairstyling techniques on both long and short hair.
- Using of a range of styling tools, brushes and styling products, and creating a range of hairstyles.

### Optional Unit 4 Hairstyling on Long Hair

Within this unit learners will:

- Carry out a consultation with their client.
- Prepare and dress the hair using a range of techniques into a current up style.
- Consider health and safety issues within hairdressing.
- Research salon policies, regulations and local bylaws.

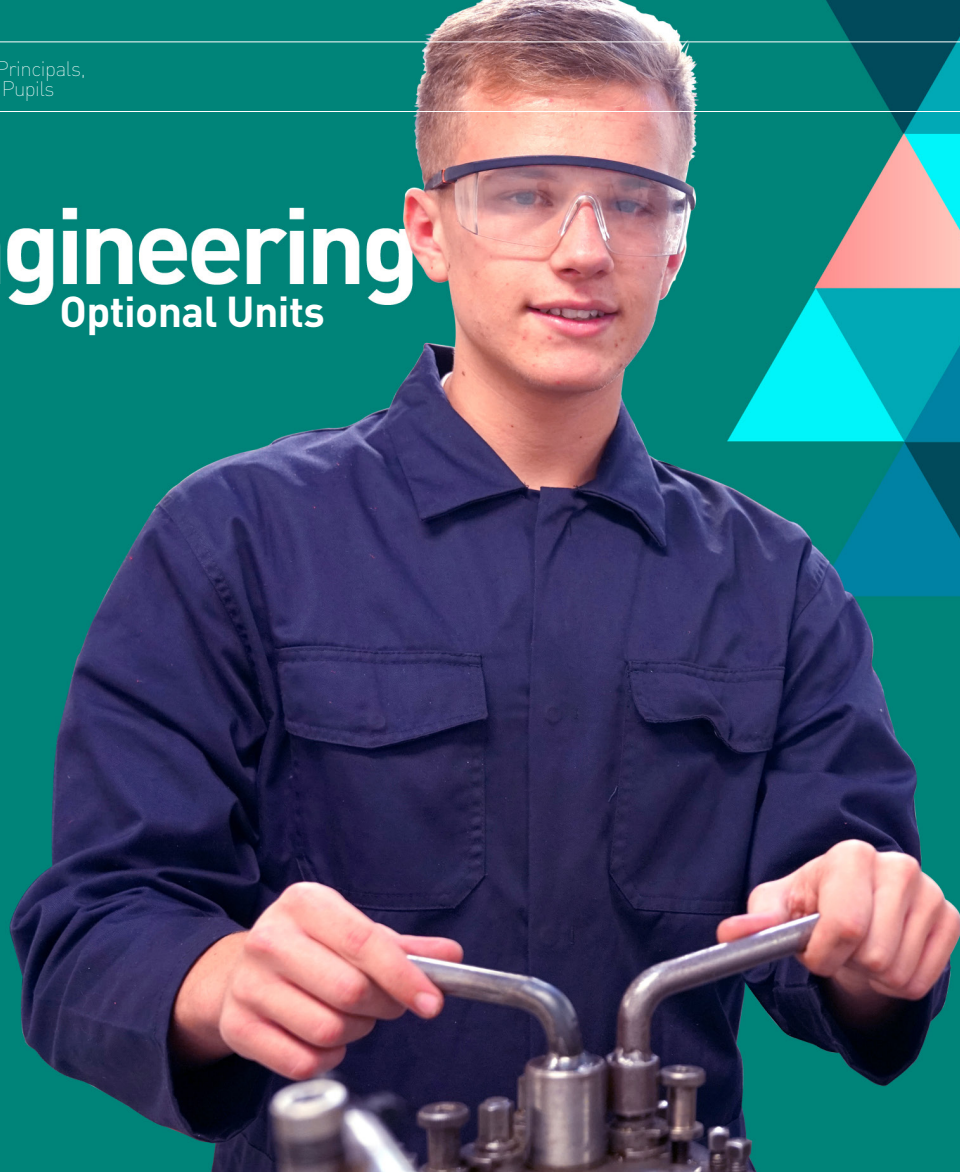
# Creativity and Design

## Optional Units



# Engineering

## Optional Units



### Optional Unit 1 Manufacturing Techniques – Hand Fitting

This unit provides learners a basic understanding of the practical skills and basic knowledge required in the production of assembled components manufactured from metal.

This unit requires learners to:

- Show an understanding of the sequence in which the manufacturing operations are carried out.

- Drill holes of correct diameter according to a pattern or drawing, tap holes to provide internal threads.
- Construct sheet metal components which are made by cutting metal to size, marking out, threading, and riveting to complete a fully operational assembly.

## Optional Unit 2 Manufacturing Techniques – Sheet Metal

This unit provides the learner with a basic understanding of the practical skills and knowledge required in the fabrication of assembled components manufactured from sheet metal.

This unit includes:

- ▶ Health and safety issues.
- ▶ Environmental issues relating to the sourcing of raw materials, manufacture and recycling within the unit.
- ▶ Selection and use of appropriate marking out equipment and hand tools.
- ▶ Development of the techniques of measuring, marking out, cutting, folding and joining together component parts to produce an assembled item.
- ▶ Use of equipment, for example scribe, punch, divider or calipers, to mark out component profiles.
- ▶ Assembly of various parts to make a finished component.
- ▶ Joining parts together using rivets, hinges and welding.

# Engineering

## Optional Units





# Engineering

## Optional Units

### Optional Unit 3 Basic Fast Fit Operations

This unit introduces learners to basic fast-fit operations and components found in modern garages and motor vehicles today.

Learners will:

- Gain knowledge and understanding of health and safety in the workplace and other skills associated with working in a garage.
- Understand basic fast-fit components including, road wheels, tyres, patches, plugs, engine oil fitters, brake drums and much more

### Optional Unit 4 Vehicle Technician Operations

This unit introduces learners to vehicle maintenance in modern motor vehicles and includes:

- Health, safety and environmental legislation in the workplace and other skills associated with working in a garage.
- Vehicle systems and components.
- Tools and equipment for light vehicle operations.
- Practical tasks on the engine, transmission, chassis and vehicle electrics.

# Engineering

## Optional Units



### Optional Unit 5 Plumbing

This unit develops learners skills in plumbing and associated activities.

This unit includes:

- Use of plumbing hand tools.
- Use of industrial standard materials and sustainable resourcing of these materials.
- Cutting and bending of copper pipework
- Jointing methods for copper and mild steel pipe.

### Optional Unit 6 Electrical Wiring and Installation

This unit provides the learner with vocational skills in electrical wiring installations and associated practical activities. Learners will use a range of tools and equipment to install and connect electrical components and cables to produce circuits for lighting and power installations.

This unit includes:

- Following instructions and diagrammatic guidelines.

- Development of the techniques of measuring, cutting and preparing cables.
- Installation and connection of electrical components and cables into a functional circuit.
- Testing the circuitry, using measuring equipment and appropriate methods.

### Optional Unit 7 Vehicle Servicing and Valeting Operations

This unit covers two topics: vehicle servicing and vehicle valeting. Learners will be introduced to the correct procedures for carrying out regular servicing and valeting of vehicles.

This unit is suitable for those who may be interested in pursuing careers as vehicle fitters, motor mechanics or vehicle valeters.

This unit includes:

- Using specialist components and materials to carry out vehicle servicing procedures.
- Using specialist equipment and cleaning materials to carry out vehicle valeting procedures.



### Optional Unit 1 Working in Tourism

This unit is aimed at learners who are interested in the travel and tourism industry. Learners will take on the role of a tour guide to plan and deliver a tour to a group of foreign tourists. Learners will gain an understanding of the different visitor attractions and facilities of interest to tourists.

This unit includes:

- Communication skills in tourism.
- Teamwork within the tourism industry.
- Providing tourist information, advice and support to a wide range of customers.
- Promoting services and products within the tourism industry.

### Optional Unit 2 Running a Leisure Event

In this unit the learner will investigate the wide variety of leisure events which take place in Northern Ireland and will have the opportunity to plan a leisure event. They will need to consider the type of event they wish to plan, while also taking into consideration the customer type, the resources required for the event, and health, safety and environmental issues.

This unit includes:

- Planning a leisure event.
- Identifying resources required to hold the event.
- Developing contingency plans.
- Effectively communicating with customers at an event.
- Designing a questionnaire to evaluate the event.

### Optional Unit 3 Sports Leadership

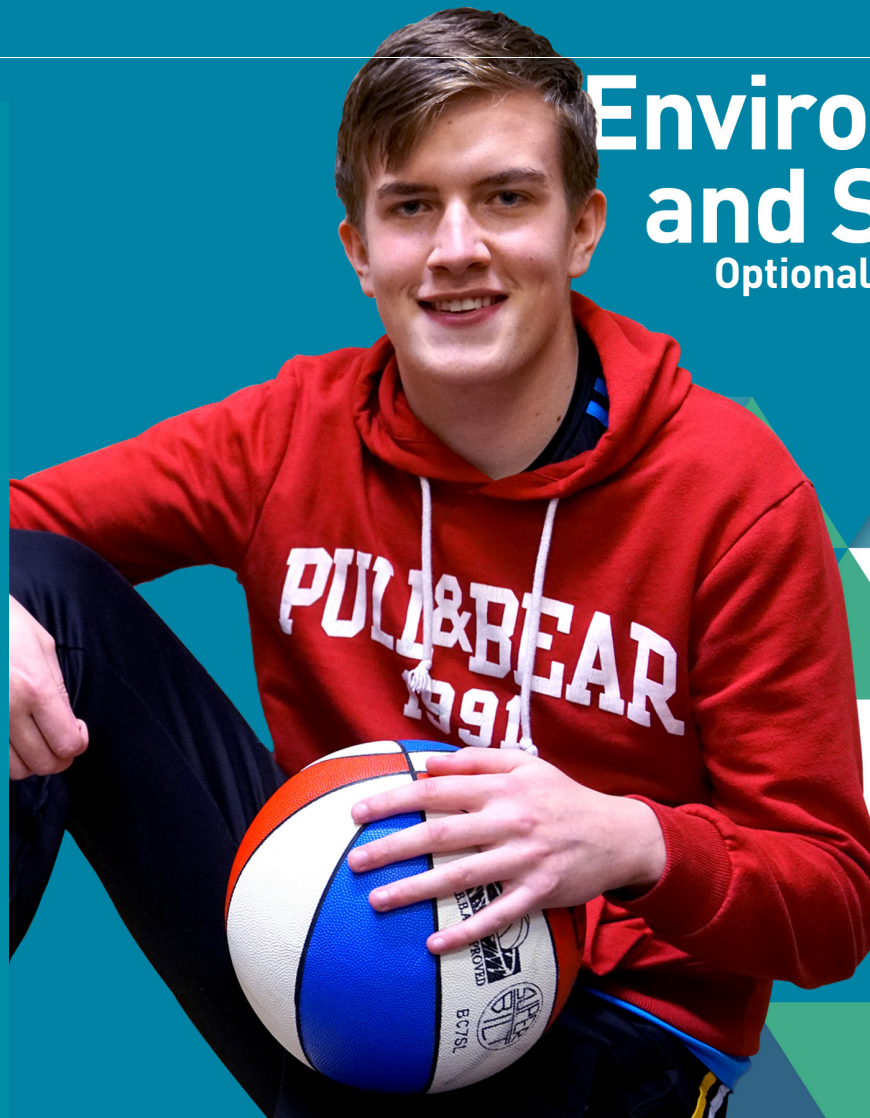
This unit is suitable for learners who are interested in working in the sports sector. Learners will have the opportunity to develop their organisational, motivational and communication skills to assist in the running of a sports or physical activity session.

This unit includes:

- Planning a sports session.
- Coaching and leading a sports session.
- Good practice in sports leadership.
- Motivating principles and types of learning.

# Environment and Society

## Optional Units



⚠ **Optional Unit 1  
Bench Joinery**

- See Construction – Bench Joinery  
**Unit summary Page 18**

⚠ **Optional Unit 2  
Carpentry & Joinery**

- See Construction – Carpentry & Joinery  
**Unit summary Page 18**

⚠ **Optional Unit 3  
Manufacturing Techniques  
Hand Fitting**

- See Engineering – Manufacturing  
Techniques – Hand Fitting  
**Unit summary Page 24**

⚠ **Optional Unit 4  
Manufacturing Techniques –  
Sheet Metal**

- See Engineering – Manufacturing  
Techniques – Sheet Metal  
**Unit summary Page 26**

# Technology and Innovation

## Optional Units



# Technology and Innovation

## Optional Units



### Optional Unit 5 Sound Production

This unit aims to take learners personal interests in music and present them in an educational learning environment. Learners will have the opportunity to learn about the components of their favourite musical styles and artists, as well as presentational skills in modern DJing.

This unit includes:

- Studying styles and characteristics of music used by the modern DJ.
- Studying equipment used for sound production.
- Completing a demo CD.
- A live DJ performance.

### Optional Unit 6 Digital Imaging

Learners will develop skills in creating digital images using a variety of applications. They will learn the functions of a digital camera and understand the different styles and genres associated with photography as well as edit photographs and produce digital designs for print, screen and the internet.

This unit includes:

- Using a selection of equipment for digital photography and creative imaging.
- Capturing images in different styles and genres.
- Manipulating images in a software package, for example Photoshop.
- Presenting a photography project to an audience.

# Construction and the Built Environment

## GCSE's



### Construction and the Built Environment Awarding Body - CEA

This qualification aims to develop a learner's knowledge of the construction industry and the built environment and provides a foundation for those who wish to pursue a career in areas such as Architecture, Civil Engineering, Building Control, Architectural Technology, Computer Aided Design, Structural Engineering, Estate Management, Quantity Surveying and Building Services.

There are three units over the two year duration of the qualification, each unit with one assessment. Unit 1 will be externally tested and the remaining two units will be based on controlled assessment, providing a more work-related emphasis.

**Unit 1** – The Construction Industry for the 21st Century. This unit is worth 40% and is assessed by external examination.

**Unit 2** – The Construction Craft Project, this unit allows the opportunity to make practical objects in wood. This unit is worth 30% and is assessed by practical work related assessment.

**Unit 3** – Computer Aided Design in Construction. This unit is worth 30% and is assessed by work related assessment.

Learner's may progress to the GCE A Level in Technology and Design and/or Environmental Technology or to a BTEC Level 3 Subsidiary Diploma in Construction and the Built Environment.

# A Guide for Principals, Parents and Pupils

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## Key Stage 4: Year 11 & 12 Course Options

- ▶ Occupational Studies
  - ▶ GCSEs
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For further information contact the Entitlement Framework Co-ordinator within your school or Mairead Convery, Community Based Learning & Schools Collaboration Manager at Northern Regional College at [mairead.convery@nrc.ac.uk](mailto:mairead.convery@nrc.ac.uk).

### Disclaimer

Whilst the College makes every effort to ensure the accuracy of this publication, it reserves the right to alter, add or remove any of the courses, or parts thereof, or any other matters of information referred to in this guide or any other literature, without prior notice.

All courses are subject to minimum enrolment numbers.

Northern Regional College is committed to the promotion of equality of opportunity in all of its activities. We aim to ensure that we provide a supportive, fair, inclusive and welcoming environment for all staff, students and visitors free from any form of discrimination or harassment.

If you require this document in an alternative format please contact [equality@nrc.ac.uk](mailto:equality@nrc.ac.uk).

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