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# VOCATIONAL OPPORTUNITIES COURSE PROSPECTUS 2019–2020

east lothian  
**works**

  
East Lothian  
Council

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# SCHOOL TO COLLEGE PARTNERSHIP (SCP)

The School College Partnership provides pupils with the opportunity to participate in a wide range of exciting, college based, vocational courses, during the **senior phase (S4–S6)**.

Doing a college course whilst at school will provide you with additional skills and experience which can boost your employment prospects and enhance your CV for College/University applications.

Some of the courses include work placements which will compliment your studies, offering more post school choices, which can set you on a pathway to a rewarding career. Some courses will help you to gain fast track entry into 2nd year at University or College.

Please refer to course choice information, which details the range of SCQF level qualification available.

*\* Please note that for programmes delivered at an Edinburgh College campus the course will commence 2 weeks after school commences in August 2019. In January 2020 the course may commence at a slightly later date which will be confirmed nearer the time.*

*Furthermore courses will only run with viable numbers.*

*June transition activities for SCP pupils will take place on 4th, 6th, 11th and 14th June. Further information will be provided nearer the time.*

## COURSE PREPARATION

- All pupils must have a valid Young Scot card
- All School to College Partnership courses will begin at 1.30pm
- School to College Partnership courses will run subject to sufficient uptake



# UNIVERSAL OFFERS

East Lothian Works is East Lothian Council's employability hub that offers a range of vocational opportunities for pupils from **S2-S3**. Please refer to the individual course information for further details.

*Please note: Pupils may participate in only one 'engagement offer' course as part of their curriculum at any one time.*

## Mentoring

Mentoring helps a young person achieve their personal best and accomplish the results they desire.

Mentoring benefits all young people at every level of ability from the most driven and academic, to those who need more direction. A regular monthly session is available to all S3 to S6 pupils. This will help prepare pupils to make the transition from school to a sustained positive destination.

\*Please contact [skennedy3@eastlothian.gov.uk](mailto:skennedy3@eastlothian.gov.uk) to discuss this opportunity further.

**Course code:** MELW

## College Transition Support

College Transition Support is offered to young people before, during and after their transition from school to college.

The support is tailored to suit each individual and is varied:

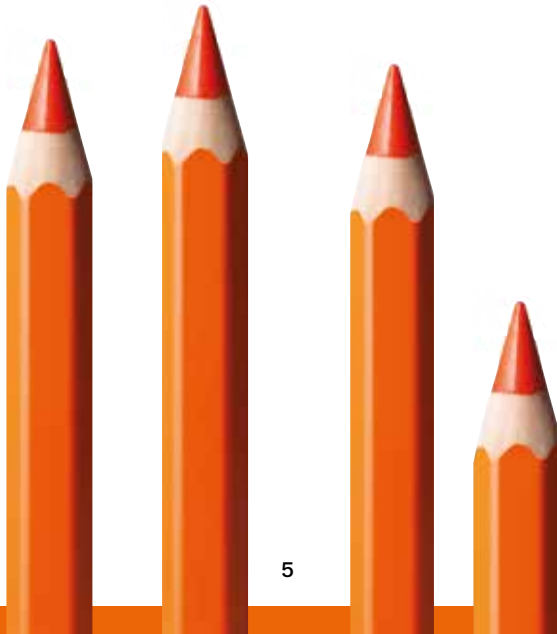
- Help with College applications
- Visits to College to ensure the pupils are confident with the transition
- Support with College interviews
- Ongoing support as required once the student has started their College course

\* Referrals should be made by the pupils Guidance Teacher.

## Work Placements

A placement provided to pupils, allowing them to enhance their employability skills within various industries. Experiences are offered with employers across a range of sectors where pupils can embark on work based learning relevant to a field they may wish to continue onto post school. These exciting placements range between one afternoon to 4.5 days per week and are offered throughout the academic year and will be organised to suit every individual **S4-S6** pupil.

**Course code:** EWELW



# EAST LoTHIAN COUNCIL'S FOUNDATION APPRENTICESHIPS

Foundation Apprenticeships are **2 year programmes available to all S4 and S5 pupils** subject to entry requirements. The programmes combine a classroom and workplace approach to learning where pupils work closely and build relationships with leading employers from thriving industries. They enable pupils to gain valuable, work-experience, alongside achieving a SCQF Level 6 (Higher) qualification whilst still in school. Foundation Apprenticeships open the door to paid employment, Modern and Graduate Apprenticeships, Further and Higher Education.

*\*Please note there is a requirement for work placements to be undertaken during certain school holidays. Foundation Apprenticeship application form must be completed.*

## SCIENTIFIC TECHNOLOGIES

Gain an in-depth understanding of essential science theories and learn about the mathematics and fundamental concepts of science, as well as having the opportunity to carry out scientific and technical tests using manual equipment within a laboratory.

## SOCIAL SERVICES CHILDREN AND YOUNG PEOPLE

Learn the skills and knowledge required for a career in the childcare and social services sector through learning about safeguarding of children, how to develop, interact and play with young people as well as being able to provide the correct support for those who need it most.

## SOCIAL SERVICES AND HEALTHCARE

Gain a complete overview and learn about: Social services, safeguarding people, communication in care, human development and social

influences as well as learning the transferable skills to be able to correctly support those who need it most within the social services and healthcare sector.

## FINANCIAL SERVICES

Learn the skills and understanding of the processes and procedures required to succeed within the financial sector through: enhancing personal finance awareness, business finance, customer relationship and compliance and regulations within the industry.

## ACCOUNTANCY

Gain a holistic overview and learn about: Recording financial accounting information and bookkeeping, indirect tax, analysing accounting information, management accounting and much more alongside developing transferable skills to succeed in the accountancy sector.

## BUSINESS SKILLS

Providing the opportunity to learn and understand management and business priorities across the industry such as: Working with IT software, managing people and finance, contemporary business issues alongside being able to plan, manage and improve your own performance in the business sector.

*\*For further information regarding the Foundation Apprenticeship opportunities, please refer to your individual school course choice booklet.*



# CONSTRUCTION AND ENGINEERING

## ENGINEERING SKILLS

<b>Qualification:</b>	National 5
<b>Course Code:</b>	BEN5
<b>Who is this for?</b>	Students who are interested in the engineering industry.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Midlothian Campus
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.

## CONSTRUCTION CRAFTS

<b>Qualification:</b>	SCQF Level 5/4
<b>Course Code:</b>	BECC5
<b>Who is this for?</b>	Suitable for students who have achieved or are working towards National 4 Mathematics with an interest in the construction industry.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Midlothian Council based (Loanhead)
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.





## AUTOMOTIVE IMI LIGHT VEHICLE MAINTENANCE AND REPAIR

<b>Qualification:</b>	SCQF Level 4/5
<b>Course Code:</b>	MV3
<b>Who is this for?</b>	S4 pupils with a genuine interest in the automotive industry.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Midlothian Campus
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.



# FINTECH, DIGITAL AND STEM

## FOOD AND DRINK TECHNOLOGIES (FA)

**Qualification:** SCQF Level 6

**Course Code:** F&DTFA

**Who is this for?** S4 & S5 pupils who have achieved or working towards National 5, preferably in Maths and English. Good level of spoken and written English and good level of numeracy, interested in a career within the food and drink sector.

**Course Duration:** 2 Year (June 19–May 21)

**Course Day:** Tuesday and Thursday PM

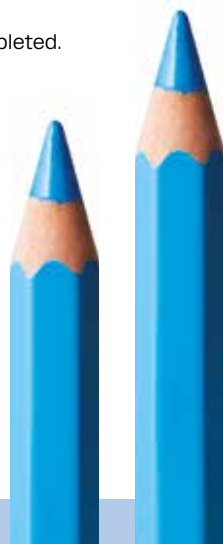
**Campus:** Midlothian Campus

**Transport:** Young Scot card required

\* Work experience placements will form part of this qualification and will be required to be undertaken during some school holidays. Whilst they will vary between sectors, it will typically involve October break, February break and/or Easter break. Additional hours during holiday period may be required. All pupils are expected to have a bank account prior to commencing the course.

All pupils will be expected to attend an interview.

School to College partnership application form must be completed.



## INFORMATION TECHNOLOGY: SOFTWARE DEVELOPMENT (FA)

<b>Qualification:</b>	SCQF Level 6
<b>Course Code:</b>	CISDFA
<b>Who is this for?</b>	S4 & S5 pupils who have achieved 5 National 4's and 2 National 5's, preferably in Maths, English or Physics. Good level of spoken and written English.
<b>Course Duration:</b>	2 Year (June 19–May 21)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Milton Road Campus
<b>Transport:</b>	Young Scot card required

\* Work experience placements will form part of this qualification and will be required to be undertaken during some school holidays. Whilst they will vary between sectors, it will typically involve October break, February break and/or Easter break. Additional hours during holiday period may be required. All pupils are expected to have a bank account prior to commencing the course. School to College partnership application form must be completed.

All pupils will be expected to attend an interview.

School to College partnership application form must be completed.

**This course will run subject to sufficient uptake.**



# FINTECH, DIGITAL AND STEM

## SPANISH

<b>Qualification:</b>	SCQF Level 6/Higher
<b>Course Code:</b>	S6
<b>Who is this for?</b>	Pupils who have National 5 Spanish or equivalent.
<b>Course Duration:</b>	1 Year (June 19–May 21)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Open Learning

\* School to College partnership application form must be completed.

## FRENCH

<b>Qualification:</b>	SCQF Level 6/Higher
<b>Course Code:</b>	F6
<b>Who is this for?</b>	Pupils who have National 5 French or equivalent.
<b>Course Duration:</b>	1 Year (June 19–May 21)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Open Learning

\* School to College partnership application form must be completed.



## GERMAN

<b>Qualification:</b>	SCQF Level 6/Higher
<b>Course Code:</b>	G6
<b>Who is this for?</b>	Pupils who have National 5 French or equivalent.
<b>Course Duration:</b>	1 Year (June 19–May 21)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Open Learning

\* School to College partnership application form must be completed.



# CREATIVE INDUSTRIES

## PHOTOGRAPHY

<b>Qualification:</b>	SCQF Level 6 (Potential to progress onto the NC in Photography).
<b>Course Code:</b>	PHCI
<b>Who is this for?</b>	S5 and S6 pupils with a genuine interest in photography
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Milton Road Campus
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.

## FILM AND MEDIA ACADEMY

<b>Qualification:</b>	NPA SCQF Level 6
<b>Course Code:</b>	CIDMFA
<b>Who is this for?</b>	S5 and S6 pupils who have an interest in film and media. Learners will gain detailed knowledge and understanding of the film industry and current commercial factors influencing film production. Pupils must have achieved a National 5 in English and be working towards Higher English. A Keen interest in media and digital video is favoured.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Milton Road Campus
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.

# HEALTH AND SOCIAL CARE

## PSYCHOLOGY

**Qualification:** SCQF Level 6

**Course Code:** SSP6

**Who is this for?** Pupils with Higher English and a Higher in a Social subject. Preference will be given to S6 pupils due to high demand.

**Course Duration:** 1 Year (June 19–May 20)

**Course Day:** Tuesday and Thursday PM

**Campus:** Knox Academy

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.

## FOUNDATION APPRENTICESHIPS

Social Services Children and Young People and Social Services and Healthcare are also available within this industry. For further information regarding these opportunities please refer to your individual school course choice booklet.



# HOSPITALITY AND TOURISM

## EVENTS WITH HOSPITALITY

<b>Qualification:</b>	SCQF Level 6 (NPA)
<b>Course Code:</b>	H&TSAP
<b>Who is this for?</b>	<b>S5 and S6</b> pupils with a genuine interest in the events and hospitality industry. Pupils must have gained a National 5 in Hospitality or 4 National 5's in subjects of the pupils choice.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM – Some practical classes may finish later than others (7pm).
<b>Campus:</b>	Multiple venues
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.

## RETAILING (SKILLS FOR WORK)

<b>Qualification:</b>	SCQF Level 5
<b>Course Code:</b>	RS4W5
<b>Who is this for?</b>	Pupils with a strong interest in working in Retail, enjoys working with people and in teams. No formal entry requirements.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Milton Road Campus
<b>Transport:</b>	Young Scot card required

\* School to College partnership application form must be completed.





## PRACTICAL COOKERY AND HOSPITALITY

**Qualification:** SCQF Level 5

**Course Code:** RS4W5

**Who is this for?** There is no formal entry requirements however please bear in mind this is a practical skills based course. Progression from this course to full time City & Guilds Level 2 Professional Cookery course.

**Course Duration:** 1 Year (June 19–May 20)

**Course Day:** Tuesday and Thursday PM

**Campus:** Various Locations

**Transport:** Young Scot card required

\* School to College partnership application form must be completed.



# RURAL, LAND AND SEA BASED INDUSTRIES

## RURAL SKILLS (SRUC)

**Qualification:** SCQF Level 4

**Course Code:** RS4

**Who is this for?** This Rural Skills course allows pupils to begin to develop some of the basic practical skills necessary to work in most of the land-based discipline.

**Course Duration:** 1 Year (June 19–May 20)

**Course Day:** Tuesday and Thursday PM

**Campus:** Haddington based

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.

## ANIMAL CARE (SRUC)

**Qualification:** SCQF Level 5

**Course Code:** AC1

**Who is this for?** Pupils must be working at level 4 Maths and English. Ideally suited for pupils who wish to pursue a career in an animal care related industry. E.g. animal welfare. Progression routes include employment, Further Education and Higher Education.

**Course Duration:** 1 Year (June 19–May 20)

**Course Day:** Tuesday and Thursday PM

**Campus:** East Lothian Based

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.



## RURAL SKILLS (SRUC) : HORTICULTURE

<b>Qualification:</b>	SCQF Level 5
<b>Who is this for?</b>	No formal entry requirements however pupils must have a genuine interest in land based industries, specifically areas such as horticulture, landscaping, green keeping or general rural practical skills.
<b>Course Duration:</b>	1 Year (June 19–May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Haddington based
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.



## SOSSTA

Covering 4 Accredited SQA Units at Level 2 & 1 Voluntary Unit, the course is an ideal opportunity to obtain the mandatory qualifications to allow you to work at sea, as well as providing an introduction to a range of careers in the Seagoing industries (Sea fishing/Boat hospitality/Engineering/Navy etc.)

In partnership with East Lothian Works **(subject to funding)**.

**Qualification:** Qualification Structure for SQA Level 2 Diploma in Maritime Studies: Sea Fishing

**Course Code:** G1

**Who is this for?** Applicants must have a genuine interest in employment/further/higher education within boat based industries. This course will be delivered subject to the funding being awarded to East Lothian Council and will be delivered as full days during school holidays. Applicants must meet the following criteria:

- 14+ and still attending school
- Genuine interest in the sea-going industry as a career
- Committed to undertaking practical and classroom based learning
- Availability out with school timetable

**Course Duration:** Delivered during 1 academic year based on approx. 7 sessions.

**Course Day:** Full days during school holidays

**Campus:** East Lothian Based

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.

# YOUTH AWARD PROGRAMMES

## SALTIRE AWARD

<b>Course Code:</b>	SAELW
<b>Who is this for?</b>	Pupils S4–S6. There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	1 Year (June 19 – May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	East Lothian Based
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed. There is the opportunity for pupils to complete the Saltire award in conjunction with the **Duke of Edinburgh award**.

## ACTIVITY LEADERSHIP

<b>Qualification:</b>	SCQF Level 5
<b>Who is this for?</b>	This is designed for pupils S4–S6 who take, or plan to take, a leading role for an activity through developing knowledge of leadership skills, styles and qualities.
<b>Course Duration:</b>	1 Year (June 19 – May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Various Locations
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.

# ENGAGEMENT AND CONTINUING EDUCATION

## INTRODUCTION TO COLLEGE

<b>Qualification:</b>	SCQF Level 1-4
<b>Course Code:</b>	I2C
<b>Who is this for?</b>	Pupils who are attending a mainstream school or a special school. Pupils will be working at Level 3/4. Following this course students can progress onto Entry to Learning at Level 3 or Preparation for Employment at Level 4.
<b>Course Duration:</b>	1 Year (June 19-May 20)
<b>Course Day:</b>	Tuesday and Thursday PM
<b>Campus:</b>	Midlothian Campus or Milton Road Campus
<b>Transport:</b>	Young Scot card required

\* If pupils wish to be considered for one full day, there is a requirement for the reasonable adjustment form to be completed and sent to East Lothian Works.

Edinburgh College application form must be completed.

## GIRLS ALLOWED

<b>Course Code:</b>	GAELW
<b>Who is this for?</b>	S3 girls who have an interest in fashion. Provision delivered in partnership with Jacqui Burke Fashion School. There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	Jan 20 - April 20
<b>Course Day:</b>	Wednesday all day
<b>Campus:</b>	East Lothian Based

\* ELWorks engagement form must be completed.



## INTRODUCTION TO BOXING

<b>Course Code:</b>	IBELW
<b>Who is this for?</b>	S2 Pupils moving into S3 (Same cohort attends 2 x 10 week sessions). There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	S2 pupils April 19 – June 19 followed by the same cohort returning as S3 from Aug 19 – Nov 18.
<b>Course Day:</b>	Tuesday, Wednesday or Thursday 9.30am–11.30am
<b>Campus:</b>	East Lothian based. The delivery venues will be, wherever possible, central to where the referrals come from.
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.

## MUSICAL THEATRE 'STARS IN OUR EYES'

<b>Course Code:</b>	MTELW
<b>Who is this for?</b>	S3 pupils who have an interest in musical theatre. There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	January 20 – June 20
<b>Course Day:</b>	Wednesday 9.00am–12.30pm
<b>Campus:</b>	East Lothian Based
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.

## 'BOOM BAP' MUSIC

**Course Code:** BBMELW

**Who is this for?** S3 pupils who have an interest in music. There is a recruitment process for these courses including an application form and follow up meeting.

**Course Duration:** April 20 – June 20

**Course Day:** Friday 9.30am–12.30pm

**Campus:** East Lothian Based

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.

## HAIRDRESSING AND BEAUTY

**Qualification:** SCQF Level 4/5

**Course Code:** HBELN

**Who is this for?** S3 pupils who have an interest in or looking to progress into a career within hair, beauty or barbering.

**Course Duration:** 1 Year (August 19–May 20)

**Course Day:** Friday 9.30am–12.30pm

**Campus:** Milton Road Campus

**Transport:** Young Scot card required

\* ELWorks engagement form must be completed.





## PRE-VOCATIONAL COOKERY

<b>Qualification:</b>	SCQF Level 4
<b>Course Code:</b>	PCOOKELW
<b>Who is this for?</b>	S3 pupils who are interested in gaining an understanding of cooking techniques and skills as well as health and hygiene in a food environment.
<b>Course Duration:</b>	Aug 19 – Nov 19
<b>Course Day:</b>	Friday Full day
<b>Campus:</b>	East Lothian Based
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.

## INTRODUCTION TO UNIFORMED SERVICES

<b>Course Code:</b>	USELW
<b>Who is this for?</b>	S3 pupils who are interested in various uniformed services. There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	Aug 19 – Nov 19
<b>Course Day:</b>	Wednesday 9.30am–1.00pm
<b>Campus:</b>	East Lothian Based
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.



## INTRODUCTION TO CONSTRUCTION CRAFTS

<b>Qualification:</b>	SCQF LEVEL 4
<b>Course Code:</b>	CCELW
<b>Who is this for?</b>	S3 pupils who are interested in the construction crafts industry. There is a recruitment process for these courses including an application form and follow up meeting.
<b>Course Duration:</b>	Aug 19 – May 20
<b>Course Day:</b>	Tuesday 9.30am–3.00pm
<b>Campus:</b>	Midlothian Council
<b>Transport:</b>	Young Scot card required

\* ELWorks engagement form must be completed.



# FURTHER INFORMATION

**For further information on Foundation Apprenticeships please use the link below**

<https://www.apprenticeships.scot/become-an-apprentice/foundation-apprenticeships/>

**Please use the link below to access progression routes for the SCP courses provided by Edinburgh College – These progression pathways will be regularly updated**

<http://doc.edinburghcollege.ac.uk/schools/curriculum%20map%20booklet.pdf>

**Further information on Foundation Apprenticeships delivered by Edinburgh College can be found using the link below**

<http://www.edinburghcollege.ac.uk//Schools/Are-You-Still-At-School/Foundation-Apprenticeships>

## **Data Protection**

East Lothian Council uses the personal data you provide for purposes associated with the delivery of our services.

For more information see: [https://www.eastlothian.gov.uk/info/210595/east\\_lothian\\_works/11970/services\\_for\\_young\\_people/6](https://www.eastlothian.gov.uk/info/210595/east_lothian_works/11970/services_for_young_people/6)

Personal data will be retained in line with East Lothian Council retention policies.

Data Protection Officer  
East Lothian Council  
John Muir House  
Haddington  
EH41 3HA  
Email: [dpo@eastlothain.gov.uk](mailto:dpo@eastlothain.gov.uk)



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