

Circular S/IF/57/18

September 2018

To: The Principals of Post-primary Schools and Directors of Further and Higher Education Colleges

For circulation to: All teachers/tutors taking Occupational Studies

Occupational Studies

General

- Teachers/tutors are advised that the relevant Learner Unit Tracking Grid (which can be located at the end of each unit of study), should be included at the front of all candidate portfolios of evidence. This grid will indicate the marks being awarded for each of the learner outcomes. The overall mark should be presented as a whole number when all marks for each of the 10 areas have been totalled.
- Candidate portfolios of evidence for Occupational Studies should be unique to each individual. Class notes should not be included. Should the unit of study require group work, the way in which evidence is presented for each learner outcome should be unique to each individual.
- Marks awarded under AO2 are for the practical aspect of the unit. As widely discussed and advised at agreement trials and centre visits, the usual form of evidence recommended is photographic. It is recommended that a minimum of 7 photographs are made available across the portfolio, and that these relate directly to the learning outcomes and are annotated by the candidate. Where there is an end product e.g. a coffee table/a cake, a photograph of these should be provided. For some units of study it may be more suitable to include hard copies of work produced, or video/audio recordings of activities e.g. Running a Leisure Event. Teacher observation/witness statements should relate directly to each of the six learning outcomes and outline why the mark has been awarded. A lack of evidence to support the marks awarded may result in marks being adjusted.
- Tolerance levels on marking from January 2019 are being reduced in line with GCSE qualifications. As always recommended teachers/tutors should mark candidate work accurately to reflect the evidence provided by candidates.
- From January 2019 all centres will no longer submit candidate marks using TAC1s. Occupational Studies marks will be submitted via the E-Moderation link. Further details, advice and support will be issued to centres in due course.

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Childcare: The Play Environment VYGA

As evidence for AO2 centres must include the visual aids used for the reading activity and the game produced.

Using Office Technology VYGP/Communication within an Office or Business Environment VYGB

As evidence for AO2 it is recommended that telephone conversations are recorded and presented as evidence for AO2.

Hard Landscaping VYFD/Brick/Block Work VYFB

When carrying out activities in AO2 e.g. building a wall, some centres are pairing up students and they work together. If this is the case it is important to indicate which student built which side of the wall and that marks are awarded according to the work they carried out individually.

Horticulture units VYLB/VYLC support event - 26 October 2018

CAFRE are keen to support schools who are delivering horticulture with the Occupational Studies framework. As such Greenmount Campus, CAFRE are planning an event 'Propagation in Action' on October 26th 9.30am-1.30pm. This will be highly informative for those of you delivering these units.

Below is an outline of the proposed agenda, and if interested in participating please contact Dean McCoy CAFRE Education Adviser on 02894426784/07919342457. Alternatively to register an interest you can send an email to Dean.McCoy@daera-ni.gov.uk who will be able to provide more detail on the event.

- 9.30 am Arrive at campus. Register/welcome and tea provided by CAFRE
- 10.00 am Short tour of Horticulture facilities to conclude at the HC (glasshouse unit)
- 10.45 am Demonstration on propagation techniques and letting the teachers try it themselves
- 12.30 pm Careers opportunities in horticulture
- 1.00 pm Evaluation and feedback
- 1.30 pm Depart campus

Celebrate with CCEA Award Ceremony – 18 December 2018

Celebrate with CCEA is an important event in the CCEA calendar where outstanding learner achievement in vocational subject areas is recognised, alongside the top candidates in GCE and GCSE. The awards covered are:

Key Skills, Essential Skills, CoPE, Occupational Studies, Classroom Assistants, Substance Misuse Awareness, Understanding Business Enterprise, Creative Crafts, Employability, Performance Skills, Personal Money Management, Modern Languages and Space Science Technology.

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For those of you with candidates who have completed and cashed in for Occupational Studies either January 2018 or June 2018, you may want to submit a nomination for a learner that you feel has shown outstanding achievement at their level or overcome challenges.

What you need to do:

Visit our website, complete and submit the on-line nomination form.

PLEASE NOTE THAT THE EVENT TAKES PLACE ON 18 DECEMBER 2018, WHICH IS MUCH EARLIER THAN PREVIOUS YEARS.

We look forward to receiving your nominations.

For further information contact Deborah McGuffin Examinations, dmcguffin@ccea.org.uk or telephone on 9026 1200 Ext 2444.

If you have any queries regarding the content of this circular please contact:

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