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| **Curriculum Plan for Parents – Year 11** |

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| **Subject** | BTEC Business | **Contact Person** | Mrs L. Joyce |

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| **Half term and topic** | **Your child will learn....** | **Key Homework** | **Assessment** |
| Autumn 1 | **Unit 8 – Recruitment, Selection and Employment**  Know about job roles and functional areas in business  Produce documentation for specific job roles | Research  and  Coursework | **INTERNAL ASSESSMENT**  Learning Aim A & B  P1, P2, P3, P4  M1, M2 M3  D1 D2 |
| Autumn 2 | Demonstrate interview skills and plan career development | Research  and  Coursework | **INTERNAL ASSESSMENT**  Learning Aim C  P5 P6  M4 M5  D3 |
| Spring 1 | **Unit 4 – Principles of Customer Service**  Understand how businesses provide customer service | Research  and  Coursework | **INTERNAL ASSESSMENT**  Learning Aim A  P1, P2, P3,  M1, M2 M3  D1 |
| Spring 2 | Demonstrate appropriate customer service skills in different situations | Research  and  Coursework | **INTERNAL ASSESSMENT**  Learning Aim B  P5 P6 P7  M4  D2 |
| Summer 1 |  |  |  |
| Summer 2 |  |  |  |