

Sixth Form
PRAESIS UT PROSIS AWARD



Lead in order to serve.

This document is designed to help you keep a record of your progress towards the Praesis Ut Prosis Award.

Name:

Form:

The Praesis ut Prosis Award

The Praesis ut Prosis Award seeks to embody the school motto (Lead In Order To Serve), encouraging students to lead and serve within the school and wider community.

In preparation for Post-18 options, the Praesis ut Prosis Award will seek to recognise, develop and enhance experience and achievement in a work-related environment through a variety of activities from the following categories:

<i>Work Experience</i>	<i>Community Volunteering</i>
<i>In-school Service</i>	<i>Attendance of Careers and Employability Workshops</i>

These activities will take place over the course of Lower Sixth and will be certificated at Bronze, Silver and Gold level in October of the Upper Sixth year.

The Praesis ut Prosis Award will recognise:

<p><u><i>Examples of Work Experience</i></u></p> <ul style="list-style-type: none"> - A work experience placement - A Headstart course (or similar) - Part-time job <p>Bronze - 20 hours Silver - 40 hours Gold - 60 hours</p>	<p><u><i>Examples of Community Volunteering</i></u></p> <ul style="list-style-type: none"> - Unpaid work which benefits the community, for example in charity shops, schools, hospitals, hospices, nursing homes etc. - National Citizenship Service <p>Bronze - 10 hours Silver - 20 hours Gold - 30 hours</p>
<p><u><i>Examples of In-school service</i></u></p> <p>Sustained leadership in;</p> <ul style="list-style-type: none"> - Prefect roles - Charity fundraising - InspirUs - Peer mentoring - Leading Assemblies - Arts Week - Presentations at societies and clubs - Running a club / society - Sport, music, drama - CCF - Seward Committee <p>Bronze - 1 activity Silver - 2 activities Gold - 3 activities</p>	<p><u><i>Attendance of Careers and Employability Workshops</i></u></p> <ul style="list-style-type: none"> - University visits - Employer visits - Lunchtime/ evening talks given in school - University Summer Schools - Taster Days - Careers workshops (CV, applications, UCAS etc) - Appointment with Independent Careers Advisor <p>Bronze - 5 activities Silver - 8 activities Gold - 12 activities</p>

*Additional activities may be counted after consultation with Ms Haigh, Mrs Marshall and Mrs Hope.

Students will be issued with a log book in October of the Lower Sixth and our expectation is that all Lower Sixth students will engage with the Praesis ut Prosis Award. Through involvement with this award, students will develop their leadership skills, independence and key transferable, employability skills such as

- communication
- collaboration
- interpersonal skills
- time management
- problem solving
- decision making
- creativity
- reflection
- community and global awareness

Activities and hours should be logged and signed by the activity leader (eg. employer / supervising teacher) and then countersigned by the form teacher, Mrs Hope or member of the Sixth Form team. It is the student's responsibility to reflect on the specific skills developed and to collate relevant and clear evidence in order to achieve the Bronze, Silver or Gold award.

Log books should be submitted in the September of the Upper Sixth in order to be verified and certificated by the Sixth Form team in October.

Evidence accepted

- Confirmation on letter-headed paper from employer / organisation or email from the organisation's official email address, alongside reflections logged by the student in the log book.
- Teacher signatures for lunchtime and evening talk / clubs / societies etc
- Reflective comments on activities undertaken.

Helpful websites

<https://vinspired.com/>

<https://www.ncsyes.co.uk/>

<https://nationalcareersservice.direct.gov.uk/>

<https://www.ucas.com/>

<https://www.getingofar.gov.uk/>

<https://icould.com/>

<https://www.notgoingtouni.co.uk/>

<https://www.prospects.ac.uk/>

<https://www.allaboutschoolleavers.co.uk/>

<https://www.getmyfirstjob.co.uk/>

Timeline

Please outline your plans for the coming year.

<u>October</u>	<u>November</u>
<u>December</u>	<u>January</u>
<u>February</u>	<u>March</u>
<u>April</u>	<u>May</u>
<u>June</u>	<u>July</u> End of School Year. Workshops and School Service must be complete.
<u>August</u>	<u>September</u> Deadline for submissions

Work Experience

<u>Place</u>	<u>Dates</u>	<u>Hours</u>	<u>Verified</u>

Reflections on Work Experience

- Summarise your responsibilities.
- What did you learn about the job and about yourself? What are your strengths / areas to work on?
- What new skills did you develop?
- What did you enjoy? Not enjoy? Why?
- Were there any challenges to overcome?
- What could you have done differently?
- Is this an area that you are still considering as a career option?

Comments from assessor

Community Volunteering

<u>Place</u>	<u>Dates</u>	<u>Hours</u>	<u>Verified</u>

Reflections on Volunteering

- How did you secure your placement?
- Summarise your responsibilities.
- Was it what you expected?
- What did you learn about yourself and the organisation?
- Did you face any challenges? If so, how did you overcome these?
- Is this an area that you are still considering as a career option?

Comments from assessor

Examples of In-School Service

<u>Activity</u>	<u>Dates</u>	<u>Verified</u>

Attendance of Careers and Employability Workshops / Talks.

<u>Title of Workshop</u>	<u>Date of workshop</u>	<u>Verified by...?</u>	<u>How useful was the workshop / talk?</u>

