



Employability for Life Checklist

Name.....

Form.....

<p>Students must ensure they provide EVIDENCE to support any claims and that this is given to the tutor. Tutors must sign and date evidence sheets that arise from any claims.</p>	<p>Outside school achievements Local team/club sports player/county player Recognised awards from Scouts/Cadets/other Music/drama/dance groups Duke of Edinburgh Newspaper clippings/pictures</p>
<p>Subject Based Subject based awards or nominations Head Teachers achievement time Field/Cultural/International trip involvement Department reward trip/activities Positive letters/postcards home</p>	<p>Achievement based Gold/Achievement forms Attendance certificates for term/year Early entry success at GCSE Jack Petchy award Awards evening success</p>
<p>Responsibility Based Prefect interview and responsibility 'Buddy' or mentoring of younger pupils Visitor escort/tour guide Year/school council representative Sound/light engineer Sports captain</p>	<p>Sport based Sports award in Year 10/11 School team representative Junior sport leader award Sports coaching/refereeing qualifications County rep/trials Sweyne Park Times mention Primary sports day helper</p>
<p>Community based Charity work Primary visit helper OAP/hamper/Little Havens involvement Community project Open evening helper 'Aim high' college visits Newsletter mentions</p>	<p>Work related learning Successful mock interviews Successful work experience certificate Successful College/Sixth form/Apprenticeship interview Industry days Involvement with external companies/business Saturday job/paper-round</p>
<p>Project based/workshops Art Drama Music Media Any other subject related projects that you have played an active role in and completed.</p>	<p>Public performance Drama-school plays/productions Music/Choir Public speaking – awards evening/GCSE English MFL competitions Assembly involvement/speaking</p>

*Remember you will need to place the evidence under one of the five main headings

Communication, Attendance/Punctuality, Professional Conduct, Appearance and Communication