

Teaching Best Practice

Integrating key skills into the curriculum

Demonstration
booklet



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Introduction

This module explores how key skills can be integrated into the curriculum by looking at how it is done in one curriculum area – Hospitality – where some highly successful project work has been the vehicle for integrating key skills into the curriculum as part of the first year of the three-year Professional Chef's Diploma course.

Achieving such integration has been a motivating experience for both students and teachers. However, as you will see, issues still remain about how to meet the needs of all students with wide differences in educational attainment and background.

The challenge for you, as you work through this module, is to consider how you can successfully integrate key skills into your own subject area and motivate all your students to develop key skills as a *normal part of their course work*.

This has been summarised by OFSTED as follows:

“The development of key skills is most effective when teachers take responsibility for developing them as part of their teaching and ... when students see the relevance of these skills to the course they are studying.”

Using this workbook

This workbook provides a synopsis of the content of the module and includes a series of pause points and programme-based activities which invite you to consider the application of best practice within your own curriculum area.

You can use this workbook:

- to gain a quick overview of the main learning points in the programme
- in conjunction with the programme as an aid to working through the material
- after you have worked through the programme as an aide-mémoire of the key points.

Learning objectives

Having completed this module you should be able to:

- Ensure students are assessed for their key skill needs.
- Provide appropriate learning support for key skill development.
- Integrate key skills into delivery of the curriculum and all stages of assessment.
- Adopt a range of appropriate teaching methods for the application of key skills within student work.
- Monitor and review student progress in key skill development.

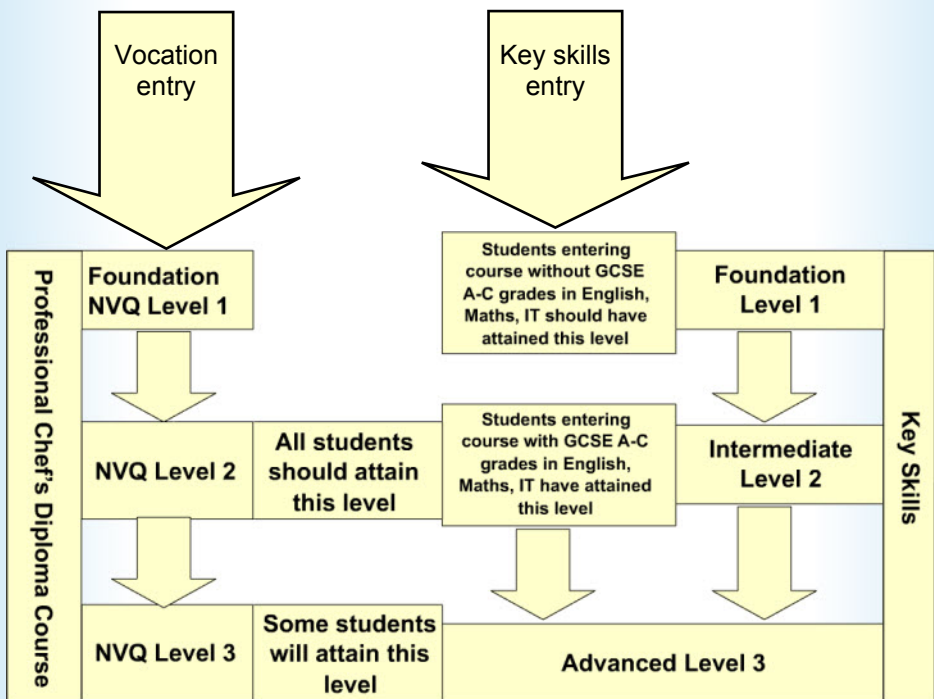
How the hospitality course links to key skill levels



Students start the vocational course at NVQ Level 1 but should all attain NVQ Level 2 with some attaining NVQ Level 3. There are three levels of Key Skills – Foundation, Intermediate and Advanced. All students should attain Key Skills Level 2 by the end of the course. Those whose prior qualifications mean that they have already reached Level 2 should go on to attain Level 3 in one or more of the Key Skill areas.

This is summarised below.

Figure 1: NVQ and Key Skill levels



Pause point 1

What is the range of academic or vocational entry levels of your students?

What is the range of Key Skill entry levels?

What challenges and opportunities does this pose for:

- Teaching key skills?
- Integrating key skills into the subject curriculum?

Quick guide to Key Skills

There are six Key Skill areas split into 2 groups. The first group or core group consists of:

- Communication
- Application of Number
- Information Technology (IT).

And a second group of 'wider key skills' consisting of:

- Problem solving
- Working with others
- Improving own learning and performance.

The key points about key skills can be summarised as follows:

- There are 4 Levels of attainment for the six key skill areas.
- There is correspondence between Key Skill levels and national qualifications levels.
- Key skills are certified separately from other qualifications.
- Students can achieve Key Skills at a different level to their main programme of study.
- Key skills enable students to progress at their own pace.
- Each Key Skill level builds on the level below it.

Progression to a higher Key Skill level is characterised by:

- Greater autonomy for the individual in deciding how they will apply their skills to suit different tasks and problems;
- Greater demands made by the situation in which the skills are applied;
- Use of a wider range of, and more complex, techniques.

Figure 2: Key Skill progression

