

Twyford Church of England High School



Twyford
C of E
High School

Year 12 Community Service 2018

Community Service is about developing yourself & others

In the Twyford Sixth Form we expect you to undertake at least **2 hours of community service** per week.

Community service is about *you as a member of society* and developing your character. It is about giving something back to the school or local community and it develops your soft employability skills. It is an opportunity to move a little outside your comfort zone – for example, to develop your leadership or public speaking skills, or your ability to interact with those younger or older than you – to stretch yourself, but not so much that you won't be able to fulfil your commitment. It needs to be a commitment that you can sustain for the required time period, and ***it is better to pick one or two activities and do them really well than to spread yourself too thinly***: these opportunities involve taking responsibility and developing relationships, and that takes time and regular commitment. Activities include becoming a house captain or form mentor, working as a subject mentor, or assisting with other extracurricular activities at Twyford or outreach work in the local community.

What do we expect from you?

We expect all sixth formers to participate fully in the extracurricular life of the school. We expect all Y12 students to complete **community service** over the year for a minimum of **two hours of each week**.

The vast majority of students will be studying 3 A-levels meaning that you have two hours available per day.

All students should pick just one or two community service activities and commit to doing them really well. *Please also note, in order to apply for a student leadership role in February/March 2018, you will have been expected to have committed to at least 30 hours of Community Service.*

Top employability skills developed through community service

- Verbal and written communication
- Teamwork
- Problem solving skills
- Initiative
- Planning, organising and time management
- Drive/Self-motivation
- Familiarity with technology

Personal statement

Any volunteering related to your chosen university course is worth mentioning in your personal statement for UCAS.

How do you go about getting involved?

Read through the opportunities presented in this booklet carefully. Over the summer, consider which opportunities you are interested in.

Things to consider.

Which ones will fit in best with your chosen subjects?

What will fit well with your outside commitments?

Will any allow you to keep up interests which your A level choices have made you stop academically?

On the first day back in September, you will be formally signing up to your Community Service at the Community Service Fair.

Please bring in your Community Service booklets on your first day of school in September with your completed answers.

Write down four community service activities you are interested in participating in:

1.

2.

3.

4.

Year 12 Community Service - Art

Description of role	<p><u>Classroom Assistant:</u> You will attend Art GCSE lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed.</p> <p>We tend to place you with students who find Art more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. The slot you are given will be chosen to match free periods within your timetable.
Responsible to	Miss Hobhouse
Example of student who did this last year	A student that helped tutor in Art applied for Art Foundation Degree at University and was able to write in the personal statement A student that helped tutor in ART applied for a Teaching degree and was able to write it in the personal statement

Year 12 Community Service – Business

Description of role	<p><u>Business news curators</u></p> <ul style="list-style-type: none"> • Team of 2- 4 students • Pay attention to the news • Cultivate collections of recent news stories by topic <p>Work with the team to lead on updating fortnightly a current affairs/ business news noticeboard</p>
Employability skills developed	<ul style="list-style-type: none"> • Working with a small team • Leading discussions with large groups • Working with abstract guidelines • Taking initiative • Meeting deadlines
How often	Roughly one hour per fortnight plus independent research time
Responsible to	Mrs Roberts
Example of student who did this last year	Elsie Hayibor

Year 12 Community Service – Business

Description of role	<u>Business ambassadors</u> <ul style="list-style-type: none"> • Team of 3-6 students • Represent the subject at Open Evening and Sixth Form Open Evening Meet with Year 11 students interested in studying the subject to help them determine if the subject is a good fit for them
Employability skills developed	<ul style="list-style-type: none"> • Taking initiative • Confidently speaking with unfamiliar adults (and peers) • Thinking on your feet
How often	Two open evenings in the autumn term, plus meeting with Year 11 students on an ad hoc basis (largely in November and June/July)
Responsible to	Mrs Roberts
Example of student who did this last year	Wassim Dia

Description of role	<u>Classroom Assistant- Y10/ 11 Business lessons</u> This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed
Employability skills developed	<ul style="list-style-type: none"> • Coaching and Mentoring • Team work • Listening and offering tailored guidance and support • Managing difficult conversations.
How often	At least one hour a week plus possible ad-hoc support arranged on a 1:1 basis
Responsible to	Mrs Roberts, Mrs Fruzza
Example of student who did this last year	New initiative

Y12 Community service - Chaplaincy

Description of role	<u>Student Leader for Creative Worship</u> This opportunity is to work with an adult leader to design and deliver a Bible study and prayer group with Y7 and Y8 students that incorporates creative art and craft activities. It is ideal for students with a faith commitment who are also interested in creative arts – and would like to work with younger students. It provides an excellent opportunity to provide pastoral support and to grow in a leadership role
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Once a week
Responsible to	Mr Douglas
Example of student who did this last year	A Year 12 student supported this club last year and will now be taking a more prominent role in its leadership and execution.

Y12 Community service - Chaplaincy

Description of role	<u>Leaders of the Muslim Prayer group</u> Muslim students meet to pray every lunchtime. Muslim students who are committed to their faith and the spiritual and pastoral care of other Muslim students are asked to support younger students in the discipline of prayer and to deliver an address as part of prayers on a Friday . We are looking for a group of students to take on this role, maintaining a pastoral relationship with the Chaplain. The commitment would be an on-going one to the care and nurture of other students.
Employability skills developed	Verbal & written communication, team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Once a week
Responsible to	Mr Douglas
Example of student who did this last year	A Year 12 student was in this role last year and is now the School's student inter-faith lead.

Description of role	<u>Ealing Soup Kitchen</u> Student are given the opportunity to volunteer at a local Church, serving refreshments to vulnerable members of the public
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Weekly
Responsible to	Mr Douglas
Example of student who did this last year	A dedicated student regularly completed double shifts last year of 12pm-5pm.

Description of role	<u>Junior TFG</u> Students will support an external youth worker with the delivery of the Junior TFG programme to students in year 7-9. Roles and responsibilities range from leading on small group tasks, giving talks to the whole group and helping students to complete research activities.
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Once a week
Responsible to	Mr Douglas
Example of student who did this last year	New role for 2018/19

Y12 Community service - Chaplaincy

Description of role	TFG Film Club Students will support Father David with the delivery of the TFG film club for students in year 7-9. Roles and responsibilities range from leading on small group discussions, choosing the film and sharing your thoughts on a particular film with the whole group.
Employability skills developed	Team work, planning & organising, flexibility, time management, leadership, confidence, creativity
How often	Once a week
Responsible to	Mr Douglas
Example of student who did this last year	New role for 2018/19

Year 12 Community service - Computing

Description of role: Title: Classroom Assistant	<p>You will be required to attend KS3 and KS4 Computing lessons and undertake tasks in the lesson as directed by the teacher. This might include:</p> <ul style="list-style-type: none"> • Giving one to one support to a student. • Distributing class materials • Working closely with a group of students as they undertake tasks in lesson. • Circulating and assisting the class in general <p>From previous experience, some students normally struggle with writing algorithms and computer programs, and therefore you might be placed with a group of student to provide this kind of support.</p> <p>You will be paired with a class that is studying the programming language that you have studied in the past.</p>
Employability skills developed	Communication skills, programming skills, algorithmic thinking, problem solving skills, Patience, timekeeping, teamwork, management.
How often	You will be required to attend a lesson for one or two hours per week. The lessons will be allocated during your free sessions, and the appropriate KS3 or KS4 class.
Responsible to	Mr. Dawkins
Example of student who did this last year	A student who helped in KS3 lesson last year, has applied to study Computer Science at a Russel Group university and was able to write about the skills that he gained as a result of helping in the Computer Science lessons.

Year 12 Community service - Computing

<p>Description of role:</p> <p>Title: Programming Coach</p>	<p>You will be required to lead a team in a programming club. There will be three cohorts of students in the programming club over the year. The clubs will be centred around different technologies such as:</p> <ul style="list-style-type: none"> • Raspberry Pi • Arduino board • Programming in Java • Programming in Python • BBC Micro bit <p>Each club will run for a duration of six meetups and will be required to develop a solution for a problem that the computer can solve.</p> <p>A team leader will guide the team of lower school students during the development stages, but the group members (lower school students) should implement the solution.</p> <p>You will also be required to do extensive testing so that the final solution is as robust as possible.</p>
Employability skills developed	Communication skills, programming skills, algorithmic thinking, problem solving skills, Patience, timekeeping, teamwork, management.
How often	You will be required to attend six meetups each lasting for 45 minutes.
Responsible to	Mr. Dawkins
Example of student who did this last year	This is the first time that we are running this club.

<p>Description of role:</p> <p>Title: Programming Coach</p>	<p>You will be required to attend KS4 Computer Science lessons be a programming coach for different students:</p> <p>A programming coach works with a student on a specific programming project and provide peer programming experience and guidance on how to improve a programming solution such as making the code more efficient and accurate, without coding the solution for the student.</p> <p>You will also be required to do extensive testing so that the final solution is as robust as possible.</p> <p>You will need to be confident with programming in Python as this is the programming language that is studied at KS4.</p>
Employability skills developed	Communication skills, programming skills, algorithmic thinking, problem solving skills, Patience, timekeeping, teamwork, management.
How often	You will be required to attend a lesson for one or two hours per week. The lessons will be allocated during your free sessions, and the appropriate KS3 or KS4 class.
Responsible to	Mr. Dawkins
Example of student who did this last year	A student who was a programming coach in KS4 Computer Science lesson last year, has applied to study Computer Science at a Russel Group university and was able to write about the skills that he gained as a result of helping in the Computer Science lessons.

Year 12 Community Service - Drama

Description of role	Supporting year 10 and 11 students in lunch time and afterschool, rehearsals for the Component 1 Devised performance exam or Component 2 Performance of a play.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 lunch time rehearsal and one afterschool October – February
Responsible to	Miss Adams
Example of student who did this last year	A student last year was able to write about how he supported younger students in preparation for their GCSE Drama exam which helped to develop his organisation, time management and leadership skills.

Description of role	Supporting in KS3 Drama lessons. Working with small groups to support them with their group work and communication skills and developing their practical ideas.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 hour per week (September – May)
Responsible to	Miss Adams
Example of student who did this last year	A student last year was able to write in her University application (to study drama) about how she been involved in directing younger students in drama work and supported them with their group work & communication skills

Description of role	Supporting in KS4 Drama lessons. Working with performance groups to help and support them with the Component 1 Devised performance exam or Component 2 Performance of a play.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	1 hour per week September – April
Responsible to	Miss Adams
Example of student who did this last year	A student last year was able to write about how he supported younger students in preparation for their GCSE Drama exam which helped to develop his organisation, time management and leadership skills.

Year 12 Community Service - Drama

Description of role	Supporting us with our KS3 Christmas Production. We need support with roles such as Assistant Director, costume, stage design, make-up, props, designing promotion materials and programmes.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	2 lunch time and 2 afterschool rehearsals September – December
Responsible to	Ms Ighorae
Example of student who did this last year	A student last year was able to discuss in a job interview how she was confident in leading and directing projects through her experiences in being assistant director in our KS3 Christmas show.

Description of role	Supporting us with Our Tywford Performing Festival. Leading and directing students in Drama, Dance and Music performances. We need support with roles such as directing, costume, stage design, make-up, props, advertising, making programmes
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	2 lunch time and 2 afterschool rehearsals from January to March.
Responsible to	Miss Adams
Example of student who did this last year	A student last year was able to write in his student leadership application how he had mentored small groups of performers in developing and rehearsing their performance in the Performing Arts festival.

Description of role	Supporting us with our School Production. Leading and directing students in Drama, Dance, Music or backstage. We need support with roles such as directing, choreography, music, costume, stage design, hair and make-up, props, advertising, making programmes, photography, organising front of house.
Employability skills developed	Supporting young people, organisational skills, working to deadlines, leadership, directing skills, subject knowledge in Drama, Theatre & Performance
How often	2 lunch time and 2 afterschool rehearsals from January to March.
Responsible to	Miss Adams / Mr Orringe
Example of student who did this last year	A student last year was able to write in her UCAS application how she was confident in leading and directing projects through her experiences of leading the costume and make-up aspects of our school production.

Community Service - Economics

Description of role	<u>Economics news curators</u> <ul style="list-style-type: none"> • Team of 3-6 students • Pay attention to the news • Cultivate collections of recent news stories by topic • Work with the team and/or Ms Keller to produce lesson resources based on real world news • Work with the team to lead a bi-weekly current affairs/ economics news discussion group
Employability skills developed	<ul style="list-style-type: none"> • Working with a small team • Leading discussions with large groups • Working with abstract guidelines • Taking initiative • Meeting deadlines
How often	Roughly one hour per week plus independent research time of approx. 1 additional hour
Responsible to	Ms Keller
Example of student who did this last year	NA - new role

Description of role	<u>Economics ambassadors</u> <ul style="list-style-type: none"> • Team of 3-6 students • Represent the subject at Open Evening and Sixth Form Open Evening <p>Meet with Year 11 students interested in studying the subject to help them determine if Economics is a good fit for them</p>
Employability skills developed	<ul style="list-style-type: none"> • Taking initiative • Confidently speaking with unfamiliar adults (and peers) • Thinking on your feet
How often	Two Open Evenings in the Autumn term, plus meeting with Year 11 students on an ad hoc basis (largely in November and June/July)
Responsible to	Ms Keller
Example of student who did this last year	NA - new role

Year 12 Community Service - Literacy

Description of role	<p><u>1:1 Reading Mentor:</u> You will attend the library in morning registration with the lower school and help as directed by the teacher. This will often involve sitting with one particular student and reading with them for 30 minutes, offering encouragement and guidance with decoding and comprehension. You may also be asked to assist with the administration of the intervention. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one hour per week and will be allocated a regular slot to attend and an individual student to work with.
Responsible to	Ms Randall/Ms Morrish-Griffin
Example of student who did this last year	Students that help in 1:1 reading apply for a variety of degrees at University and are able to use this in their personal statement.

Year 12 Community Service - English

Description of role	<p><u>Classroom Assistant:</u> You will attend English lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you with students who find English more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. The slot you are given will be chosen to match free periods within your timetable.
Responsible to	Ms Randall
Example of student who did this last year	A student that helped tutor in English applied for an English degree at University and was able to write in the personal statement their involvement in English lessons and it's benefits etc.

Y12 Community Service - Geography

Description of role	<p>Senior GeoExplorers To co-lead the GeoExplorers Club for lower-school students.</p> <p>Senior GeoExplorers will get the chance to lead meetings, facilitate activities such as model making, sharing geographical films and supporting lower-school students with environmental projects.</p> <p>Senior GeoExplorers will work alongside teaching staff and will be able to develop and explore their own areas of interest through the work on the group as well as sharing their enthusiasm for geography with younger students.</p>
Employability skills developed	<p>Organisational/presentation/teaching/coaching skills</p>
How often	<p>One a week on a Thursday lunchtime</p>
Responsible to	<p>Mr Fry</p>
Example of student who did this last year	<p>A number of students every year find great benefit when helping in KS3 and KS4 classes. Leadership and help with the 'Geo-Explorers', the Year 7 club, have also given university applications an edge. As well as supporting applications students have also found that these roles have given them valuable experience and confidence around the subject, skills they have gone on to use in university interviews and as they start further study.</p>

Year 12 community service - History

<p>Description of role</p>	<p><u>Classroom Assistant:</u> You will attend History lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you in lower sets where students find History more difficult (in relation to understanding historical concepts, literacy, etc), as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p> <p><u>History Mentor:</u> You will attend GCSE lessons, and give help as directed. There is also an opportunity to establish 'master classes' during lunch time in which you can show your revision resources from last year and on the skills. You are now the expert in this new GCSE and so it would be extremely helpful for you to offer some real support which could have a very real and dramatic impact.</p>
<p>Employability skills developed</p>	<p>Patience, communication, timekeeping, organisation, teamwork, management</p>
<p>How often</p>	<p>To be agreed with classroom teachers – normal expectation is 1 period per fortnight</p>
<p>Responsible to</p>	<p>Ms Wade</p>
<p>Example of student who did this last year</p>	<p>A Year 12 student this year supported students with GCSE History booster sessions. Having completed the same qualification the year before, achieving an A grade, he was well placed to offer support to students who were finding aspects of the content and exam structure difficult. She has now used this to help her write her personal statement and also as evidence given to her Tutor for their reference.</p>

Year 12 Community Service – Information, Advice and Guidance

Description of role	<p>Ideally looking for a range of students who are confident at talking with students in the lower school about their own experiences of high school and sharing information about their journey into 6th Form.</p> <ul style="list-style-type: none"> • Support Careers Events in Schools in variety of ways including: Creating posters, talking to Tutor Groups, speaking in Assembly & helping with the careers fair • Share own advice and guidance to students via: Assemblies, Tutor Times and talking on camera <p>Support three Year Groups:</p> <ul style="list-style-type: none"> • Year 9 – Advice on Options to take at GCSE • Year 10 – Support with CV writing • Year 11 – Mentor students who will be going on to college <p><i>Please note you will only ever work with students in the lower school & not to your own year group.</i></p>
Employability skills developed	Gain confidence in public speaking, learn how to present to large audiences, develop your communication skills – verbal and written. Students will be able to support some students with their post-16 applications by mentoring 1:1 or small groups
How often	Meet twice per half term – opportunity to gain several hours over the year. This role doesn't have a huge impact on your time
Responsible to	Miss Adams
Example of student who did this last year	A student who did this last year was able to discuss in University interview how she developed her communication skills by sharing her own experiences.

Year 12 Community Service – Learning and Inclusion

Description of role	<p>This will involve 1:1 peer tutoring for our current Year 10 students & possibly the current Year 9.</p> <p>Students would be paired with a 6th former for one hour per week, working in a core subject that is being studied at 'A' level by the 6th former.</p> <p>Meeting with a younger student once a week after school or during lunch hour.</p> <p>It is a really valuable role, which helps our year 11 and 10 students achieve GCSE grades that may help get them onto A level courses in 6th form or at college.</p>
Employability skills developed	Communication skills, problem solving skills, interpersonal skills, leadership skills
How often	Once a week during lunch time or after school
Responsible to	Mrs Obadiah
Example of student who did this last year	This is a new opportunity to work within the Learning & Inclusion department in its new purpose built resource centre in D Block (the tutoring of KS4 (year 11) students has been undertaken before by 6 th formers. This will require a patient and dedicated approach.

Year 12 Community Service - Maths

Description of role	<p><u>Classroom Assistant:</u> You will attend maths lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed.</p> <p>We tend to place you with students who find Maths more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for (during your free periods).
Responsible to	Miss Ara
Example of student who did this last year	A student that helped tutor in Maths applied for a Maths Degree at University and was able to write in the personal statement their involvement in Maths lessons and it's benefits etc

Year 12 Community Service - MFL

Description of role	Supporting KS3 and 4 classes with speaking work. Students should discuss which activities they should prepare with the teachers. Supporting the grammar clinic.
Employability skills developed	Communication, Planning (speaking tasks) & ICT skills, team work & organisation
How often	Weekly
Responsible to	Hélène César, Head of MFL wider learning
Example of student who did this last year	A Year 12 student who supported KS3 classes with their speaking is now a member of the MFL students leadership team

Year 12 Community Service - Music

Description of role	Lead student for music wider-learning groups <ul style="list-style-type: none"> • Assist with an established School ensemble, taking registers, mentoring students, providing support to the ensemble leader.
Employability skills developed	Organisational skills, leadership skills, communication skills
How often	Weekly for 10 weeks approx. per term, 30-60 mins depending upon ensemble
Responsible to	Mrs McGonigal
Example of student who did this last year	Students taking A-level Music or A-level Music Technology would be well-suited to this role, and students taking these courses are asked to take at least one community service role in the Music Department.

Description of role	Lead student for Specialist Musician <ul style="list-style-type: none"> • Assist with Specialist Musician Advanced Musical Skills class. Mentoring students in skills such as music theory, sight-singing, harmony, composition. • Knowledge of up to Grade 5 theory is needed for this role.
Employability skills developed	Organisational skills, teaching skills, communication skills
How often	Weekly for 10 weeks approx. per term, 45 mins
Responsible to	Mrs McGonigal
Example of student who did this last year	Students taking A-level Music or A-level Music Technology would be well-suited to this role, and students taking these courses are asked to take at least one community service role in the Music Department.

Description of role	Supporting KS3 classes. Year 7: helping students in keyboard classes. Year 8: helping students in guitar classes. You should be sufficiently experienced on one or more of these instruments to be able to support a beginner learner.
Employability skills developed	Teaching, working with young people, music performance skills.
How often	30 minutes a week.
Responsible to	Mr Orringe, Head of Music
Example of student who did this last year	Students taking A-level Music or A-level Music Technology would be well-suited to this role, and students taking these courses are asked to take at least one community service role in the Music Department. Students who chose this route were able to make convincing applications to the role of Head of Music at Twyford, a position of responsibility which will stand them in great stead in future university applications.

Year 12 Community Service – Music Technology

Description of role	Running and assisting with Music Technology Club
Employability skills developed	Teaching, working with young people, music technology skills.
How often	30 minutes a week.
Responsible to	Mr Ahira - Head of Music Technology
Example of student who did this last year	A Year 12 student who assisted us has gained more confidence and knowledge, taking on a student leadership role in Year 13.

Year 12 Community Service - Photography

Description of role	Technician and Events Photographer Organisation of darkroom and studio Photography events in school diary
Employability skills developed	communication, timekeeping, organisation, teamwork, management
How often	Events happen throughout the year Technician once a week one/ two hour
Responsible to	Miss Hobhouse
Example of student who did this last year	Students who have done this role have put it in their personal statement when apply for a Photography degree, Art Foundation, Graphics degree.

Year 12 Community Service – Physical Education

Description of role	Sports Coach : Lead sessions for students in our Key Stage 3 sports teams. The full list of teams that need coaching will be available in September but it will cover a wide variety of sports. There is also a need for assistance within PE lessons in p5/6 on a Monday –Thursday afternoon in the various sports and at Trampolining club during a lunchtime
Employability skills developed	Confidence, delegation, organisation, responsibility, planning, leadership
How often	1 hour per week minimum for at least one session.
Responsible to	PE Department
Example of student who did this last year	This year, a student had responsibility for a junior netball team and would often take students to tournaments and assist in umpiring and coaching junior school students in fixtures and at after school training.

Year 12 Community Service = Politics

Description of role	<u>Classroom Assistant:</u> You will attend history lessons in the lower school and help as directed by the teacher - this may involve sitting with one particular student or helping with the class by circulating and giving students assistance when it is needed. We tend to place you with students who find history difficult.
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management.
How often	You can sign up for one or two hours per week, with a regular slot. The slot you are given will be chosen to match free periods within your timetable.
Responsible to	Mr Roberts
Example of student who did this last year	This is the first year where politics students will assist in lessons.

Year 12 Community Service - Psychology

Description of role	<p>Option 1 = Help us out on our busy open evening where year 11s come to find out about the subject. Be a role model for psychology and give year 11s and their parents your real insight into what it entails. This will be exceptionally valuable to them to have your perspective.</p> <p>Option 2 = As the year progresses, if you feel confident in one of the topics – it would benefit you and other students if you would offer your time to come to M4 and tutor another year 12 / small group of year 12s fortnightly on that topic. This could take place on a lunchtime.</p> <p>Option 3 = Agree to help create useful psychological showpieces for the walls in the M4 classroom. This cannot simply be printed articles, as nobody will read them! However if you have come across / research an interesting study in psychology, you could create something more visual, perhaps with some pictures and the key message to be put on the wall. I can provide the sugar-paper and other resources needed.</p>
Employability skills developed	Communication to people at different levels – peers / parents, professionalism, time management
How often	One off event / fortnightly
Responsible to	Miss Gilbert
Example of student who did this last year	A student who helped out at open evening was able to say on their personal statement, that they had been a role model for the subject to prospective students and parents, effectively communicating to them the skills required from a first-hand perspective.

Year 12 Community Service – Religious Studies

<p>Description of role</p>	<p><u>Classroom Assistant:</u> You will attend RE lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed.</p> <p>We tend to place you with students who find writing more difficult, as that is where the most support is needed.</p> <p>This is a great opportunity for you to offer some real support where it is needed.</p>
<p>Employability skills developed</p>	<p>Patience, communication, timekeeping, organisation, teamwork, management</p>
<p>How often</p>	<p>You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. <i>The slot you are given will be chosen to match free periods within your timetable.</i></p>
<p>Responsible to</p>	<p>Miss Holloway</p>
<p>Example of student who did this last year</p>	<p>Students who helped out in RE lessons lower down the school applied for and gained student leadership positions. The rapport they had built with some of the more challenging students in the school through helping out in their lessons meant that they were more confident applying for roles which involve lots of contact with younger years. I have also included this responsibility and their proactive attitude in university references.</p>

Year 12 Community Service - Science

Description of role	<p><u>Classroom Assistant:</u> You will attend science lessons in the lower school and help as directed by the teacher. This may involve sitting with one particular student and working closely with them, or helping with the class by circulating and giving students assistance where it is needed. We tend to place you with students who find science more difficult, as that is where the most support is needed. This is a great opportunity for you to offer some real support where it is needed.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one or two hours per week and will be allocated a regular slot to attend for each class you have signed up for. <i>The slot you are given will be chosen to match free periods within your timetable.</i>
Responsible to	Classroom Teacher
Example of student who did this last year	A student that helped tutor in Science was able to write their involvement in Science lessons in their personal statement along with the employability benefits as stated in the employability criteria above.

Description of role	<p><u>Triple S Club:</u> this is a lunchtime drop in club for students to seek help with classwork/homework or discuss ideas in science they find interesting. Your role will involve assisting pupils in the most appropriate way; either encouraging their interest in the sciences or providing support to students seeking it</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You will commit to one lunchtime a week for a half term. The lunch time you sign up to will either be a Monday or Thursday
Responsible to	Mrs Hunter
Example of student who did this last year	A student who helped with Triple S club last year was able to talk about all the skills he obtained during his interviews. He secured places at Cambridge and Imperial to study Chemical Engineering.

Description of role	<p><u>Science Club:</u> Science club takes place with year 7 and year 8 pupils and you will attend science club once a week. You will be responsible for helping students carry out practical experiments and explain the theory behind the experiment to them.</p>
Employability skills developed	Patience, communication, timekeeping, organisation, teamwork, management
How often	You can sign up for one lunch time a week for a half term. Science club will take place on a Wednesday lunch time.
Responsible to	Mr Bradley
Example of student who did this last year	A student who helped at science club last year was able to talk about the skills and knowledge they obtained in their medical interviews.

Year 12 Community Service - Tutoring

Description of role	Sixth formers will support Year 7, 8 or 9 students one lunch time per week with a subject they are finding difficult. The year 7 and 8 students will be selected based on any difficulties they are having in subjects, not their behaviour. Subjects that students need support with are: English, Maths, Science, History, Geography, RE, French and Spanish.
Employability skills developed	Coaching is a very useful skill to have and is valuable in the work place. Showing empathy for someone younger and supporting them to achieve is also a very rewarding experience.
How often	Once per week, at lunch times. Days to be confirmed.
Responsible to	Head of Years 7, 8 and 9 & Mr Wiggins
Example of student who did this last year	This will be looked upon favourably in applications for student leadership positions and in UCAS applications.

Subject	Year 12 Tutoring Year 11
Description of role	You will be assigned to a Year 11 student in your chosen subject. You will meet with your assigned student weekly/fortnightly and help tutor them. This may include help with homework/prep or exam preparation.
Employability skills developed	Time management, organisation, teamwork
How often	Weekly/fortnightly
Responsible to	Miss Bajwa (Head of Year 11) Mr Barratt (Head of Year 12)
Example of student who did this last year	This will be looked upon favourably in applications for student leadership positions and in UCAS applications.