

BET AWARD Portfolio.

June 2011

The Portfolio needs to be submitted by July 15th for certification this year. We will organise the next submission date for January 2012.

The portfolio should contain a description of the activities you have completed along with any evidence. It should be submitted in a folder or as a booklet with a front page stating your name, school and current year group.

Contents:

- 1) **Skills Competency framework** (see BET Award booklet). This should have key areas identified that you wanted to improve at the start of the process (at least 6 areas should be identified).
- 2) A review of the Skills Competency and the skills you have gained completing the Award.
- 3) **Community Service** – A description of what you did and the activities you undertook and the skills you developed (refer to the Skills competency framework).
- 4) **Community Service reference** – Someone you worked with on this service should complete a short reference stating how long you participated and the type of work you did as well as any comments about what skills you developed. It should be signed by the person.
- 5) **Work Experience** (Work Related activity) – AN outline of any relevant work experience activities, times and dates as well as a description of the skills you developed (refer to the Skills competency framework).
- 6) **Healthy Lifestyle Portfolio** – You should include the initial food diary / sleep record / exercise record and an evaluation of which areas you have strengths in and areas you need to develop. Then you should do a review 3 months later and look at what areas you improved in and what you still need to develop.
- 7) **Elective Courses** – Describe the 3 courses you attended and what you gained from them.
- 8) **Enterprise** – Describe an Enterprise Activity you took part in and the skills you have developed.

Please e mail Mr White with any queries and deliver the completed portfolio to school by Friday 15th July. Let me know if you are intending to submit.

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