

ABOUT THESE RESOURCES

This *Work Experience Activity Pack* complements the six SEN Press 'Work Experience' titles available in January 2008...

- **A Supermarket**
- **A Fast-Food Restaurant**
- **A Charity Shop**
- **A Garage**
- **An Animal Charity**
- **An Interview**

...and provides the teacher with a course for students at Entry Level 1-2 .

It affords the teacher two big advantages:

- The facility to give whiteboard lessons
- The facility to make and save changes to the text, so teachers can make abridged or personalised versions for individual students

The Pack contains a CD-ROM and a Teacher's Book of notes and Resource Sheets.

THE CD-ROM

The CD-ROM contains the text and illustrations for all six *Work Experience* titles and a wealth of other classroom resources:

- **Spoken text versions** of the books, with **editable text** so teachers can write personalised versions of the stories for individual pupils
- **19 Interactive Activities** (listed in full below)
- **Teaching objectives**
- **Resource Sheets** in pdf format (comprehension, flashcards, wordsearch, spot the difference, sheets for evaluation and record-keeping).

THE TEACHER BOOK

This contains introductions to the course as a whole and notes on the individual titles:

- Page-by-page teacher notes for the books
- Explanations of the CD-ROM's basic functions
- Notes on the Interactive Activities (see below)
- Hard copies of the Resource Sheets (see below)
- Ideas for discussion and further activities

Hard copies of all the Resource Sheets are included for schools to photocopy freely.

THE READERS

The activities in this Pack are designed to work with and alongside these six reading books. They are available singly or in money-saving packs of 6.

Contact our distributor:
Phone: 01904 431213
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THE INTERACTIVE ACTIVITIES

The topics of the 19 Interactive Activities included on the CD are set out in the box below. They have been spread across all six titles, and fall into three main categories:

K = key activities that will apply to ALL placements

M = activities that will apply to MANY different placements

S = activities that are SPECIFIC to a particular type of job or placement

BOOK TITLE	INTERACTIVE ACTIVITIES	
<i>A Supermarket:</i>	Golden Rules	K
	Bag packing	S
	Sell-by dates	S
	Signs and aisles	S
<i>A Fast-Food Restaurant</i>	What to wear	K
	The working day	K
	Hygiene	M
<i>A Charity Shop</i>	Health & safety	K
	Dealing with customers	M
	Labels and sorting	S
<i>A Garage</i>	The employer's point of view	K
	What to expect	K
	Learning by watching	K
<i>An Animal Charity</i>	Arranging your own placement	K
	Working outdoors	M
	Working with animals	S
<i>An Interview</i>	Getting there on time	K
	Giving a good impression	K
	What happens at an interview	K

These activities will introduce students to the essentials and make them think; they will also provide valuable skill-reinforcement in other areas of the curriculum, such as maths, literacy, drama, PSHE and citizenship.

THE RESOURCE SHEETS FOR THE STUDENT

You are free to copy these sheets freely for use in your school.

There are seven resource sheets for each book and two additional resource sheets for the course as a whole.

FOR EACH BOOK...

1. How well did you read?

10 simple true or false questions related to the text.

2. Flashcards

Sixteen work-related words taken from the text (to be printed out and cut up by the teacher).

3. Wordsearch

10 key words chosen from the 16 flashcards.

4. 'Spot the Difference'

An illustration from the book with 6 details changed.

5. The book and the activities feedback sheet

Students are given the opportunity to write a sentence or two giving their views on both the book they've just read and the activities they have undertaken.

6. How well did the character in the book do?

Students fill in an evaluation form for the student they've just read about.

7. Student's record sheet

A record sheet for the teacher to complete which records the activities undertaken by the student for each part of the course, and the level achieved.

FOR THE COURSE AS A WHOLE....

1. Details of my placement

A sheet for the student to record, beforehand, all the details of his/her placement eg breaks and lunchtimes, getting there, what to take etc.

2. My work experience: how I got on

The student records how he/she got on, lessons learned, likes and dislikes etc.