

WELSH BACCALAUREATE

FOUNDATION

DIPLOMA

DIARY / RECORD

FOUNDATION DIPLOMA SUMMARY OF ASSESSMENT

This summary page should be filled in by the teacher when the student has successfully completed each of the elements from the main components. For WEW and PSE the student is only required to write about one element but confirmation of completion of each of the elements should be verified by the teacher using the boxes below.

STUDENT'S NAME: _____

CENTRE: _____

COMPONENT	DATE COMPLETED	TEACHER SIGNATURE	PAGE
THE INDIVIDUAL INVESTIGATION			
Individual Investigation			
WALES, EUROPE & THE WORLD			
Element 1			
Element 2			
Element 3			
Element 4			
Language Module			
PSE			
Element 1			
Element 2			
Element 3			
Element 4			
Element 5 Community Participation			
WRE			
Team Enterprise activity			
Working with an Employer			

Student's signature: _____

Date completed: _____

THE INDIVIDUAL INVESTIGATION LEVEL 1

Learning outcomes	Assessment Criteria	Criterion has been satisfied		Comments
		Yes	No	
Draw up a plan for the Investigation	Shown examples of planning the Investigation.			
Identify and use a range of information for use in their Investigation	Demonstrated they can find information from more than one source by including examples in the finished presentation. Selected relevant information for use in their Investigation.			
Present findings of the Investigation	Selected a suitable format for presentation. Communicated the outcomes of the investigation, demonstrating their basic understanding and knowledge of the area investigated.			
Reflect upon the outcomes of the Investigation and the plan produced	Drawn conclusions about the work completed Reviewed their progress against the original plan.			

Does this student meet all the requirements for the Level 1 Individual Investigation? Yes/No

Assessor's name:

Assessor's signature:

Student's signature:

Date:

WALES, EUROPE AND THE WORLD


Student name:


Date:


Tick the element you have chosen to write about			
Element 1 Politics		Element 3 Economic & Technological issues	
Element 2 Social issues		Element 4 Cultural issues	

Describe the activities you have taken part in.....

List three things you have enjoyed about this element.....










Why was this?

List three things you did not enjoy







Why was this?

Write a short comment about what you have learnt.....

Assessor's signature:

Date completed:

Student's signature:

THE LANGUAGE MODULE

Student name:

Date:

Language chosen for WBQ Language Module:

Why did you choose this language?

Have you studied this language before? Yes/No

Have you passed any exams in this language or any other languages? Yes/No

If you have, write which exam/s and language/s here:

*The following is an example from the Languages Ladder **

For the language you have chosen tick the boxes below to indicate the stage you are at now.

Grade		Skill				
		Listening	Speaking	Reading	Writing	
B R E A K T H R O U G H	1.	I can understand a few familiar spoken words & phrases	I can say/ repeat a few words and short simple phrases	I can recognise & read out a few familiar written phrases	I can write or copy simple words or symbols	
	2.	I can understand a range of familiar spoken phrases	I can answer simple questions & give basic information	I can understand familiar written phrases	I can write one or two short sentences to a model & fill in the words on a simple form	
	3.	I can understand the main point(s) from a short spoken passage	I can ask & answer simple questions & talk about my interests	I can understand the main point(s) from a short written text in clear printed script	I can write a few short sentences which support using expressions which I have already learned	

List three activities that you have taken part in to improve your language skills

- 1.
- 2.
- 3.

As a result of the time spent following the language module tick the boxes below to show what you can do now. *(This is an example from the Languages Ladder*)*

Grade		Skill				
		Listening	Speaking	Reading	Writing	
B R E A K T H R O U G H	1.	I can understand a few familiar spoken words & phrases	I can say/ repeat a few words and short simple phrases	I can recognise & read out a few familiar written phrases	I can write or copy simple words or symbols	
	2.	I can understand a range of familiar spoken phrases	I can answer simple questions & give basic information	I can understand familiar written phrases	I can write one or two short sentences to a model & fill in the words on a simple form	
	3.	I can understand the main point(s) from a short spoken passage	I can ask & answer simple questions & talk about my interests	I can understand the main point(s) from a short written text in clear printed script	I can write a few short sentences which support using expressions which I have already learned	

* The full version of descriptors and levels for the Languages Ladder can be found on the WBQ Learning community website and at www.teachernet.gov.uk from these the appropriate level for the students can be inserted into the diary.

Teacher verification

I can confirm that this student has met the Foundation Diploma Language Module requirement to spend a minimum of twenty hours improving her/his language skills.

Any additional comments

Signed:

Date:

PERSONAL AND SOCIAL EDUCATION

Student's name:

Date:

With support from a teacher, write which Element and Key issue you have decided to write about in the box below.

Element:

Key issue:

Describe the activities you have taken part in.....

List three things you have enjoyed about this element.....



Why was this?

List three things you did not enjoy



Why was this?

Write a short comment about what you have learnt.....

Assessor's signature:

Date completed:

Student's signature:

WRE VERIFICATION & EVALUATION FORM 2

WORKING WITH AN EMPLOYER

EMPLOYER EVALUATION

Name of Employer

Student's Name

Please ✓ the following boxes as appropriate

Did the student:

1. develop and establish effective links with the organisation?
2. listen carefully and ask questions about what was to be done in relation to set tasks?
3. complete tasks on time and to a satisfactory standard?
4. work co-operatively with others in completing set tasks?
5. seek clarification and confirmation that tasks have been completed satisfactorily?
6. listen and respond to any advice given and exchange information with supervisor?
7. review the tasks undertaken and identify what went well and the difficulties encountered?

YES	NO

Additional comments relevant to the performance of the student would be welcomed:

.....

.....

.....

In your opinion, did the student satisfy the requirements for Working with an Employer?	Yes	No

Signed:

Organisation:

Date:

WRE VERIFICATION & EVALUATION FORM 3

WORKING WITH AN EMPLOYER STUDENT SELF-ASSESSMENT

(To be completed by the student after the placement with an employer or work related activity)

1. **What went well?**

2. **What did I experience difficulty with?**

3. **List two things I have learnt from working with an employer?**

Student's signature:

Date:

WRE VERIFICATION & EVALUATION FORM 4

TEAM ENTERPRISE ACTIVITY TEACHER ASSESSMENT

STUDENT:

TEACHER:

Please ✓ the following boxes as appropriate

Did the student :

	YES	NO
1. work well with other members of the team?		
2. ask questions to understand fully the roles and responsibilities to be undertaken?		
3. complete tasks on time and to a satisfactory standard?		
4. contribute to decision-making and to solving problems by considering alternative strategies?		
5. ask questions of the business adviser (if appropriate) and respond to the advice given?		
6. in collaboration with other team members, review the efficiency and effectiveness of team work?		

Additional comments about the contribution of the student to the work of the team.

.....

In your opinion, did the student contribute satisfactorily to the Team Enterprise activity?	Yes	No

Teacher's Signature:

Date:

WRE VERIFICATION & EVALUATION FORM 5

TEAM ENTERPRISE ACTIVITY

STUDENT SELF ASSESSMENT

1. Give one example of your contribution to the work of the team.

2. Give two difficulties that you faced as a member of the team.

3. Give two examples of problems in setting up and running a business.

Student's signature:

Date:

PERSONAL AND SOCIAL EDUCATION FORM 2

COMMUNITY PARTICIPATION SUPERVISOR ASSESSMENT SHEET

Name of Supervisor:

Student:

Please ✓ the following boxes as appropriate

Did the student:

- 1 develop and establish links with the organisation?
- 2 ask questions to check what was to be done?
- 3 complete tasks on time, accurately and to the quality required?
- 4 work effectively and sensitively with staff/public?
- 5 check with you when clarification was required?
- 6 listen and respond to any advice and information that you gave on progress of work, agreeing changes where necessary?

Yes	No

Additional comments relevant to the student's contribution

.....

.....

.....

.....

.....

.....

.....

.....

In your opinion, did the student satisfy the overall requirements for the Community Participation?	Yes	No

Signed:

Organisation:

Date:

PERSONAL AND SOCIAL EDUCATION FORM 3

COMMUNITY PARTICIPATION STUDENT SELF-ASSESSMENT SHEET

(To be completed by the student after receiving the supervisor's report).

With support from a teacher read the supervisors report.

What did you enjoy about the activities?

What could you have done better?

Do you agree with your supervisor's comments? Yes/No

If you do not agree explain why.....

What did you learn through taking part in this activity?

Student's Signature:

Date: