KS5 Curriculum 2024-2025

Business Studies Vocational – Cambridge Technical in Business

	Year 12			Year 13		
	Key Skills shown throughout the curriculum include; independent research, quantitative skills, reasoning, justification, analysis, application, evaluation, numeracy					
	Knowledge and skills	Enrichment	Cross- Curricular	Knowledge and skills	Enrichment	Cross-curricular
Cycle 1	This year students will focus on both an examination and a piece of externally assessed coursework. Timetable allocation will be split between two teachers to ensure dual delivery to meet the requirements of the course. Unit 1 examination content – **The Business Environment** LO1 – Understanding differe types of businesses and their objectives This learning objective specifically looks at different businesses, the ownership structure and the sectors they operate in. LO1 Assessment LO2 – Understand how functional areas of businesses work together.	Trip to Cheltenham high street to investigate local businesses in the area. Business Catch Up Club Selection of wider reading business journals for debate	Law – Legislation and regulations Travel and Tourism – ownership of businesses across the globe Geography – infrastructures of local communities English – extended response reports	This year students will need to complete two pieces of coursework alongside an exam in the January (Unit 2) to facilitate the learning and ensure content is learnt sufficiently timetabled time will be split, half for Unit 4 Coursework (which they began at the start of cycle 3 in Year 12) and Unit 2 Working in Business exam. Unit 2 exam is a very practical, hands on exam as opposed to theoretical concepts and works well in giving students the opportunity to learn hands on tasks that they will complete in their working lives. **Exam theory – Unit 2 Working in Business** **LO1- Understand Protocols to be followed when working in a business** 1.1 Authority Protocols 1.2 Confidentiality protocols	Business Catch Up Club Selection of wider reading business journals for debate Guest speaker from industry to talk about clerical tasks and responsibilities in the workplace Visit to Brickhampton Golf Complex to see the inner workings of the	Law – legislation and regulations Travel and Tourism – looking at travel within the economy Geography – looking at the infrastructure around local economies Maths – numeracy and financial data Drama and Performing Arts – verbal and non

			1.3 Constraints on document content 1.4 Checking protocols 1.5 IT Security Protocols 1.6 Employment Protocols	business from the assignment brief and to assess the level of communication seen.	verbal expression and body language to convey a message
This learning objective looks at the functions of a business and discusses how they inter-relate with others within the business. LO2 Assessment LO3 – Different Organisational Structures This learning objective is focused on how a business is organised and managed and several key terms are addressed in terms of authority and hierarchy. LO3 Assessment LO5 – Relationships between businesses and stakeholders We have chosen to deliver LO5 before LO4, as this is more in line with the theory they are learning at the moment both in the exam and the coursework (communication is key between businesses and stakeholders and this is being discussed in Unit 4). We also feel finance is the weakest topic students struggle with and as such have moved it so that there is a fresh cycle of learning in which to teach this. This LO looks at stakeholders, including interests and conflicts. LO5 Assessment			**LO2- Understand factors that influence the arrangement of business meetings** 2.1 Factors that influence meeting arrangements 2.2 Factors that influence business travel arrangements 2.3 Factors that influence business accommodation arrangements **LO3- Be able to use business documents** 3.1 The purpose, interpretation and completion of business documents 3.2 The purpose, interpretation of other business documents 3.3 How to make payments and the advantages and disadvantages of each payment method 3.4 Purpose, completion and checking of meeting documentation **Mid Cycle Assessment: LO1, LO2, LO3 criteria.** **LO4- Be able to prioritise business tasks** 4.1 Reasons for prioritising business tasks 4.2 Factors that Influence task prioritisation		Art – design and production of art work for promotional materials English/Drama – script writing and extended writing

Running alongside Unit 1 – Unit 5 Marketing and its Customers Coursework **Task 1 – The role of the Marketing function** This focuses on looking at the role of marketing and what it is responsible for. Students are required to present a PowerPoint to the scenario business outlining the following assessment criteria: P1 – The role of the marketing function P2 – Market Analysis P3 – How businesses measure the impact of marketing. P4 – Constraints on marketing Task 2 – This is a proposal outlining the market research methods that will be used within task 3. Students need to show knowledge of primary and secondary research and the sampling methods they are choosing to adopt. **Task 3 – P6 and P8 tasks** have been combined as it is a more efficient method to both conduct the research (P6) and analyse the findings (P8) together on the same task.			4.3 How to use information to inform prioritisation 4.4 How to assign priorities and identify appropriate actions to complete tasks in accordance with their priority 4.5 Need to change priorities when necessary LO5- Understand how to communicate effectively with stakeholders 5.1 Characteristics which inform the design of business communication 5.2 How the characteristics of business communications design impact on the use of resources 5.3 how and when to use different types of communication 5.4 How to review business communications to make sure they are fit for purpose **End of Cycle Assessment: LO4 and LO5, complete with a full mock paper in preparation for the January examination.** Unit 4 coursework – to be completed alongside the unit 2 exam content ready for moderation by external moderator in April. Students again pick up on the Unit 4 coursework that they were completing at the end of year 12		

			and the following tasks are delivered during cycle 1: P6 looks at a role play with a customer and a manager within the business and it asks students to devise a script, outlining both verbal and non verbal communication methods within the business. P7 Looks at explaining the importance of listening skills between customers and stakeholders and M3 encourages the students to review their own performance in the P6 role play and assess their strengths and weaknesses. Task 4 This is the final task in the unit 4 coursework and students are required to complete the following: P8 – Students deliver a presentation, with the aim of focusing on their verbal communication skills which should be appropriate for the audience and purpose. P9 – Students create a form of promotional communication M4 – Students are required to self assess both their pieces for P8 and P9 and focus on their strengths and weaknesses in both. D2 – Students need to recommend improvements they could have		
Students are required to research three businesses and report back the findings to the scenario business.					

			made, with evidence to both P8 and P9 which focuses on their own self evaluative skills further. **End of Cycle Assessment: Full completion of final draft of Unit 4 Coursework, ready for moderation submission.**		
Literacy: understanding of key technical terminology and words including; analysis, constraints, legislation, ethics, quantitative, qualitative, sample, quota, cluster, systematic			**Literacy:** understanding of key technical terminology and words including; protocols, legislation, evaluation, justifications, adjectives and verbs to describe themselves or situations, prioritisation. Cycle 2 literacy includes terminology such as embargoes, sanctions, quotas, tariffs, intervention, regulations, free trade, economic climate, globalisation		
Cycle 2	Unit 1 – The Business Environment continued LO4 – Use Financial Information to check financial health of a business This LO looks at key financial terminology including how to calculate a businesses profit and loss, income statements, balance sheets, breakeven, cash flow. LO7 – is sources of finance and we feel it is better suited to be taught within this LO as it is consistent with the financial aspect of the exam. LO4 Assessment	Business catch up club Wider reading from relevant business journals and articles including media outlets to encourage debate	Maths – numeracy focus with formula and quantitative data skills Philosophy and Ethics – looking at the ethical stance of businesses and the morality of their decisions	**Unit 19 Coursework – International Business** This coursework focuses on the wider impact of global trade and the interconnecting nature of businesses and stakeholders. Task 1 focuses on P1, P2, M1 and is looking at the impact of globalisation on businesses, its employees and its consumers. Students need to explain the impacts fully whilst comparing the sale of two products. Task 2 focuses on P3 and M2. This is exploring the opportunities and challenges that businesses face when operating and trading on an	Trip to Cotswold Distillery to investigate the inner workings of the business in the scenario for the coursework	Geography – globalisation Politics – government intervention and regulation Law – legislation and regulations

	LO6 – Understand the external influences and constraints on businesses and how they respond This LO looks at PEST factors (Political, Environmental, Social, Technological) as well as Legal and Ethical factors surrounding businesses and the impact they have on businesses. LO6 Assessment LO7 Understand why businesses plan Here students look at why businesses plan and what is included in a business plan. LO7 Assessment LO8 Be able to assess the performance of businesses to inform business activities Here students are required to interpret business performance using the skills they have learnt throughout the course. It also requires them to look at SWOT analysis and create one for a business. **End of Cycle Assessment – Full Mock Paper**			international level. There is specific focus on technological, economic and competitive factors surround a global business. Task 3 looks Task 3 P4, P5, P6, P7, D1 and focuses on the mechanisms used to regulate international trade including why governments look to regulate imports. Task 4 looks at P8, P9, M3 & D2. This report focuses on monetary issues a specific business may face when trading internationally, strategies employed for expansion by businesses and seeks to challenge students to justify strategies that are used to expand on an international level.		

	Running alongside Unit 1 – Unit 5 Marketing and its Customers Coursework Students begin cycle two, continuing and completing their P6 and P8 tasks. This will then allow them to move on to P7, which addresses the validity of their findings. Within this cycle students will now also be pushed and challenged to complete the merit and distinction grade criteria which includes M1 – Analysing the impact of a successful marketing campaign M2 – Assessing the choice of market research methods chosen M3 – Assessing the validity of final choices D1 Justifying the choice and sequencing of questions used in the market research D2 – Recommend and justify the market decisions the scenario business should take. END OF CYCLE ASSESSMENT – Final marking of unit 5 and improvements made and responded to.				

Cycle 3	**Unit 1 The Business Environment –** Revision and consolidation of key content and practice of exam questions, including pre – release questions. Unit 4 Coursework – Customers and Communication This coursework will start at the beginning of cycle 3 and run until the end of cycle 1 in Year 13. Students are required to have an understanding of businesses and how they communicate with their stakeholders. The scenario business used for this assessment is Brickhampton Golf Complex. PowerPoint presentation including P1, P2, P4, P5, M2. This outlines the types of customers the business will have and how best to accommodate their	Business catch up club Wider reading from relevant business journals and articles including media outlets to encourage debate	Sociology – looking into the needs and wants of customers within the society			

| needs within the business, whilst explaining the importance of communication and the impacts it has on customers.

Task 2 – P10 Looks at the ethical, cultural and financial constraints on a business and what they need to do to acknowledge it within their business. This is also part of the PowerPoint presentation.

Task 3 – This task focuses on P3, M1, D1 and looks at the range of customer services the business has to offer. To challenge students the M1 task looks to analyse the benefits of having good customer service within the business and D1 further challenges the student to recommend and justify ways that the business can improve customer service within their business.

END OF CYCLE ASSESSMENT Completion of first draft of tasks 1, 2 and 3 ready for marking so that improvements can be made.					