

Case Study: Assessment of Personal and Social skills

'Assessment and learning: involving the learner'. LSC funded project.

**The context**

Milltech are an independent company who have been helping young people achieve nationally recognised qualifications and employment for over twenty years.

Milltech E2E programme has excellent success rates with learners improving their Literacy and Numeracy and achieving level 1 key skills

We provide quality work placements where young people gain practical experience within their chosen industry (Motor Vehicle and Business Administration) and have good progression ratios.

While we address the basic skills and vocational needs of learners a recent Ofsted inspection identified a weakness in the area of Personal and Social skills.

The challenge:

We wanted to create a method of identifying individual E2E learners Personal & Social skills in line with the three core strands of E2E and recommended by Ofsted.

The three core strands of E2E are Basic Skills, Vocational training / experience and Personal and Social development.

What we did:

We designed a self assessment questionnaire by looking at the needs of past learners. All E2E learners complete the questionnaire in their first week on programme. This is then reviewed at their 4 week review and smart targets set where appropriate leading up to the next review 4 weeks later. However the system has to be adaptable so that each target could be monitored on a weekly basis should it be necessary using the E2E passport/activity plan.

- Designed self assessment questionnaire
- Learners to complete in first week on programme
- Reviewed with tutor at 4 week review

- Individual targets set at review (these may be weekly)
- Then reviewed every 4 weeks on programme

The outcomes:

- Increased self awareness of Personal and Social skills
- With the questionnaire linked to the reviews it allows learners to see their improvement of Personal and Social skills.
- This has helped us focus on one of the three core strands of E2E which we were weakest on
- The questionnaire linked in well with employability sessions, making learners more aware of what employers require. As well as an increased awareness by learners of the areas they are good at, this has helped in terms of writing a personal statement to accompany a job application form

The impact:

- The questionnaires have helped tutors to identify topics that effect the group and arrange relevant sessions
- Learners have taken control of personal targets
- This system has only been in place for 1 review cycle so there is limited impact at present

Next Steps:

- Review format with learners
- Tutors review format and data to evaluate it's effectiveness

Supporting documentation:

For any examples of this system, questionnaires or any other information please contact the people listed below.

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