

OUTSTANDING TEACHING, LEARNING AND ASSESSMENT TECHNICAL SKILLS NATIONAL PROGRAMME

4a. Care Academy Workbook

Created by: John Ruskin College, Leyton Sixth Form College

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Managed by



In partnership with

emfec

Care Academy Workbook 2017



care
academy

Please complete this section prior to starting your placement.

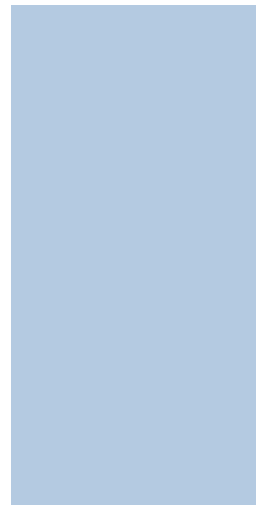
What is the name of your placement?

Research the background of your placement and give an overview below:

Who will you need to register with on your first day?

How will you get to your placement?

What are you going to wear on your placement?



First Visit

View this QR code to find out what university students made of their first placement. Your placement is slightly different, but it may make you feel at ease to see how others have felt about their first placement.



What was your first impression of the Care Home when you entered?

What aspects of the building/surroundings surprised you?

Was there anything that made you feel anxious or nervous about the Care Home?

Health and Safety

The QR code to the below is a generic video about Health and Safety on work experience. It is definitely worth a watch just to make sure you are aware of some of the hazards you may come across.



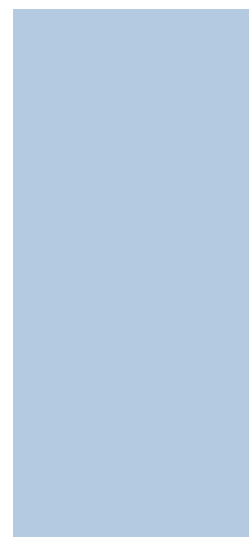
Who gave you a talk about Health and Safety in the workplace?

Where were the fire exits located? *Take a photo of the fire exit signs and upload to padlet.*

When is the fire alarm tested?

Can you give another example of other health and safety signage that you have seen? *Upload another photo to padlet.*

Summarise some of the health and safety rules you have been asked to follow or upload a short video blog to padlet.



Placement Details

I have been assigned to volunteer on:

(name of floor or area)

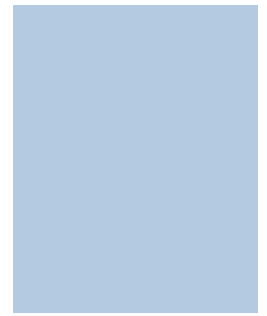
My mentors name is

If for any reason you are not able to attend the care home, you must let the Manager know in advance. Write down the telephone number you can call them on.

If you are unwell on the day of your volunteering you must phone your Ward Manager to let them know. Make sure you find out what the phone number is and write it down here:

Professional Targets

Just so you have clear in your mind what you want to achieve on whilst volunteering, please include your targets. Set one for yourself, one with Jemma and one with your mentor.

[illegible]

Reflection Page for Review

Thank you for having our student on their work experience placement. This experience is invaluable to them. Hopefully they worked hard for you throughout the work experience.

Jemma Coleborn and Kyla Ward (Teachers– Leyton Sixth Form College)

Please rate your work experience student on a scale of 1-5 for the following

1 = serious area for improvement, 2 = unsatisfactory, 3 = satisfactory, 4 = good and 5 = excellent.

(please tick)

Attendance						
Attitude						

Please write a comment about the student's performance whilst volunteering

Signature _____

Date _____

Log of Hours

[illegible]

Here is a place to record your own reflections

You can make some notes here about how your placement is going but we would also like you to capture some images (not of the residents)



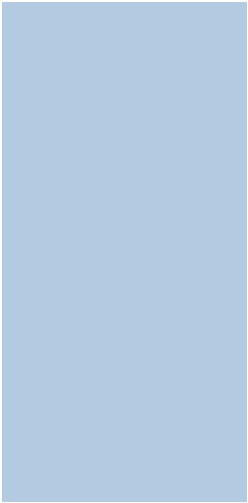
Scan me 😊

Your Personal Reflections:

[illegible]

[illegible]

What skills are most important within your work placement?



Following a resident's journey

Resident 1

Date resident was admitted to care home

Did you complete the 'Forget me not' form? Y/N

Beginning

What did you do to get to know the resident? Did they tell you about the type of activities they would like to do with you or ask you to carry out any particular tasks? How were they feeling?

Middle of the resident's stay

What activities/tasks have you completed with this resident? How did it make you feel? How did it make the patient feel?

End of resident's stay

How was the person feeling about leaving? Did you do anything to help prepare for their departure? How do you feel you enhanced the experience of this particular resident?

Dementia:

As many of the people you will be working with may have dementia, answer the following research questions to find out more about the condition.

What is the clinical definition of dementia?

What are the signs and symptoms of dementia?

Who is most likely to suffer from dementia? How many people in the U.K. are believed to have dementia?

What are some of the tips about caring for and communicating with people with dementia?

Training Log

Type of Training	Date	Skills/Knowledge gained

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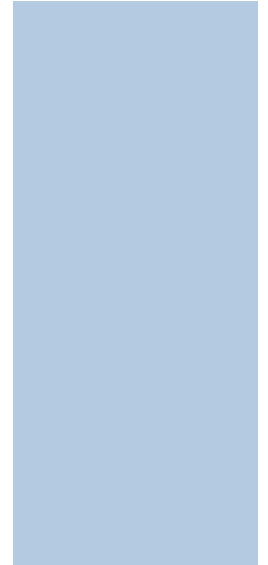
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Students were given training by the setting. This included manual handling and basic life saving skills. This page enabled students the opportunity to keep a log to help develop their professional portfolio.

Equality and Diversity

It is important to remember how important equality is within the workplace. Neither service users or service providers should be subjected to any form of treatment because of their individual characteristics i.e. their skin colour, religion or gender. It is your responsibility to ensure that you treat everybody with respect. Watch this short video clip to remind yourself of what we mean by 'discrimination' and how we ensure that workplaces treat people with equality.



Resources

We interviewed employers about their experiences of previously having students on placement. One of the points that arose was that students arrived at placement inappropriately dressed. We decided that to overcome this issue and to add an extra professional element to the Care Academy we would include a uniform.



Students were each given a Care Academy T-shirt and each student had a care inspiring quote on the back. This proved to be a hit with the residents!