

SUMMARY OF PARTICIPATION AND ACHIEVEMENTS

Employment related skills can be demonstrated in any activity completed at school or in the community. Use the checklist below to indicate some of the things that you do at school, in the community and at home. Add additional examples in the spaces provided.

Name		Date	
Participation in ...	<input checked="" type="checkbox"/> Examples of activities		
School events	<input type="checkbox"/> excursions <input type="checkbox"/> open days <input type="checkbox"/> hosting visitors <input type="checkbox"/> attending careers expos	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Community events	<input type="checkbox"/> clubs <input type="checkbox"/> parades <input type="checkbox"/> cultural and religious meetings	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Sport	<input type="checkbox"/> sports <input type="checkbox"/> sporting teams <input type="checkbox"/> sports carnivals	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Creative processes	<input type="checkbox"/> design <input type="checkbox"/> act <input type="checkbox"/> play music <input type="checkbox"/> construct <input type="checkbox"/> build	<input type="checkbox"/> invent <input type="checkbox"/> write <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Leadership opportunities	<input type="checkbox"/> SRC membership <input type="checkbox"/> address school assemblies <input type="checkbox"/> lead groups or teams of people	<input type="checkbox"/> work with younger students <input type="checkbox"/> captain a sporting team <input type="checkbox"/> _____ <input type="checkbox"/> _____	
Representing the school or community	<input type="checkbox"/> debating <input type="checkbox"/> science <input type="checkbox"/> musical and mathematical competitions <input type="checkbox"/> fundraising	<input type="checkbox"/> SRC members attending functions outside school <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	

Service to the school and community	<input type="checkbox"/> library monitor <input type="checkbox"/> grounds maintenance <input type="checkbox"/> agriculture plot attendant <input type="checkbox"/> computer maintenance	<input type="checkbox"/> school club membership <input type="checkbox"/> office runner <input type="checkbox"/> canteen service <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
Awards	<input type="checkbox"/> certificates of merit or commendation	<input type="checkbox"/> _____
Further study and training	<input type="checkbox"/> TAFE certificate <input type="checkbox"/> St Johns Ambulance certificate <input type="checkbox"/> WHS for construction <input type="checkbox"/> Red Cross First Aid certificate <input type="checkbox"/> Auslan	<input type="checkbox"/> WHS certificate <input type="checkbox"/> Boat licence <input type="checkbox"/> Car licence <input type="checkbox"/> Touch typing <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
Home	<input type="checkbox"/> answer phones and give messages accurately <input type="checkbox"/> budget for myself or my family <input type="checkbox"/> develop a savings plan <input type="checkbox"/> design products to use around the home <input type="checkbox"/> decorate the home <input type="checkbox"/> cook - make up own recipes <input type="checkbox"/> fix things that are broken <input type="checkbox"/> look after items of clothing so they will last	<input type="checkbox"/> general cleaning around the house <input type="checkbox"/> look after younger children <input type="checkbox"/> look after elderly people <input type="checkbox"/> look after a pet <input type="checkbox"/> organise parties or special occasions <input type="checkbox"/> use public transport to complete a trip <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
Other _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____



ACTIVITY

Now that you have identified examples of activities that you participate in, use the school & community log sheets to document some employment related skills that were gained. Click on the Log Sheets tab to download more log sheets.