

**Tracking sheet –** Community Project

The aim of this unit is for the learner to plan, complete and review a project in the wider community. As part of the planning the learners should have some involvement in selecting the project undertaken. The community project can be completed by an individual but is more likely to be undertaken by a group of learners and as such they will look at how the skills within the group can be used to complete the project by dividing up the different roles and responsibilities.

The length and scope of the project will depend on the time and resources available however, it should reflect the 60 hours assigned to the unit. The tutor/supervisor will need to ensure all aspects of the project are safe and legal.

**SCQF Level 4**

**Learner name**  **Centre name**

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| **To do this you must** | **Page number** | **Assessment date** |
| 1. Understand the needs of their wider community and how they can be met
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| 1.1 Give examples of potential projects that could help the wider community |  |  |
| * 1. Identify advantages and disadvantages of two potential community projects
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| * 1. Describe the benefits of the chosen project to the wider community
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| 1. Be able to plan a suitable community project
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| * 1. Identify the tasks needed for the community project
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| * 1. List the equipment and materials required for the community project
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| * 1. Calculate costs or Gift in Kind savings associated with the community project
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| 2.4 Produce a timeline for the community project |  |  |
| 1. Be able to carry out a community project
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| * 1. Give examples of possible hazards with the project and actions taken to reduce them
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| * 1. Identify any support required to complete tasks
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| * 1. Complete task/s for which you are responsible
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| 3.4 Contribute to completion of group task/s |  |  |
| 1. Be able to review the community project
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| * 1. Identify what went well with the community project
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| * 1. Identify what could have been improved
 |  |  |
| * 1. State what skills you have developed by completing the community project
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| 1. Understand the wider community
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| 5.1 Describe what you have learned about the wider community while completing the project |  |  |
| **Assessor feedback** |
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| **Declaration** I confirm that the details above are correct, that the evidence submitted is the learner’s own work and that the learner meets all the requirements for the unit: |
| Learner Name Assessor Name Learner Signature Assessor SignatureDate Date  |