

BTEC WORKSKILLS

Empowering students for career success today

BTEC WorkSkills provides students with **essential employability skills** to enhance their career prospects, empower them to excel in the workplace, and make them stand out in today's job market.

Available at Level 1 and Level 2, students can achieve **accredited qualifications with GCSE equivalency** by completing our ready-made, engaging workbooks - no additional resources required.

THE SWEET COMMUNITY

We are proud to be trusted by over 250 centres and 20,000 students across the UK and internationally.

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91%
of centres say

Sweet qualifications have improved students' outcomes and grades

95%
of centres say

The resources have a lasting impact on students' skills or knowledge

100%
of centres say

The resources help students apply what they've learned in real-life contexts or future settings

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Statistics taken from our 2025 customer survey



WHO IS IT FOR?

BTEC WorkSkills is a qualification aimed at students aged 14+.

It can be delivered in schools, colleges and alternative education settings.

Available at Level 1 and Level 2, the qualification is suitable for a range of abilities.



WHAT'S INVOLVED?

Students can complete up to six units, covering teamwork, job applications, project planning, entrepreneurship, and career progression.

Flexible qualification sizes allow you to tailor learning to your context; from completing a single unit (Subsidiary Award, 35 Guided Learning Hours) to all six units (Certificate, 210 Guided Learning Hours).

QUALIFICATION SIZES

Level 1	Name	No. of units	GCSE equivalency	Qualification no.
	Subsidiary Award	1 unit (35 GLH)	0.25 GCSE 3-1	603/7624/7
	Award	2 units (70 GLH)	0.5 GCSE 3-1	603/7625/9
	Extended Award	3 units (105 GLH)	1 GCSE 3-1	603/7626/0
	Certificate	6 units (210 GLH)	2 GCSEs 3-1	603/7627/2

Level 2	Name	No. of units	GCSE equivalency	Qualification no.
	Subsidiary Award	1 unit (35 GLH)	0.25 GCSE 9-4	603/7628/4
	Award	2 units (70 GLH)	0.5 GCSE 9-4	603/7629/6
	Extended Award	3 units (105 GLH)	1 GCSE 9-4	603/7630/2
	Certificate	6 units (210 GLH)	2 GCSEs 9-4	603/7631/4

DELIVERING BTEC WORKSKILLS

Sweet supports your delivery every step of the way:

- **Ready-made student workbooks** - tailored for Level 1 and Level 2
- **No compulsory units** - choose the combination that best suits your learners
- **No exam and no planning or preparation for teachers** - it's all done for you

THE UNITS

WORK-RELATED SKILLS AND BEHAVIOURS

- Analysing own behaviours, strengths & weaknesses
- Managing skills and behaviours to be effective
- Creating strategies to enhance own employability

WORKING AS PART OF A TEAM

- Understanding skills for successful teamwork
- Exploring the purpose and benefits of teamwork
- Understanding barriers to effective teamwork

BEING ENTREPRENEURIAL

- Understanding enterprise and being entrepreneurial
- Identifying entrepreneurial skills
- Planning and running enterprise activities

DEVELOPING JOB APPLICATION SKILLS

- Writing excellent job applications
- Securing work experience and placements
- Presenting yourself well in the application process

CAREER ENTRY AND PROGRESSION

- Creating links between skills, qualities and careers
- Exploring current and future learning opportunities
- Creating a career progression plan

CELEBRATING EQUALITY AND DIVERSITY

- Understanding and appreciating differences
- Exploring legislation and how it affects people
- Learning how a diverse workforce can be beneficial

TEACHER SUPPORT

As well as student workbooks, teachers gain access to a suite of materials to help deliver the qualification. This includes PowerPoints, mark schemes, flashcards, sample answers, and more.

Your dedicated IQA will also support you throughout the qualification and manage all administration, registration, claims and certification - saving you time and effort.



HOW TO GET STARTED

If you're interested in delivering the BTEC WorkSkills qualification with Sweet, we'd love to hear from you.

Get in touch with us for a no-obligation discussion about how we can support you and your learners.

01. Book staff training

Personalised sessions, delivered online.
Email info@sweet.education to book.

First member of staff £275.00

Additional members of staff . . . £100.00

02. Order workbooks

Order at www.sweet.education/shop

Set of 6 books £23.95

Individual book £5.00

03. Register students

Register learners with your dedicated Sweet Internal Quality Assurer (IQA).

Subsidiary Award £41.30

Award £46.45

Extended Award £52.95

Certificate £69.70

Students are accredited by our awarding organisation, Pearson.



VAT and postage costs apply. Workbook and registration prices are per learner.

Visit our website
www.sweet.education/shop
to download a
FREE digital
sample of the
WorkSkills resource



info@sweet.education



www.sweet.education



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