

LONDON

In toto ed

KEY STAGE 4 HANDBOOK



WELCOME

At In Toto Ed, we strive to support our students to be successful, whether it's through our academic, combined, or vocational pathways. We are proud to offer a wide range of subjects that allow students to build confidence, knowledge, and skills to progress to the next stage of their journey.

We are committed to providing a personalised education for each student. Believing that every young person deserves the opportunity to reach their full potential is at the heart of In Toto Ed, with our dedicated team working closely with both students and their families to ensure everyone can find the right course for them.

In Toto Ed is driven by our vision to empower young people with complex needs to gain the right qualifications and life skills for their future. We are passionate about developing confidence and independence in our students, ensuring they are equipped to thrive in the next chapter of their lives.

WHAT OUR KEY STAGE 4 PARENTS SAY

"In Toto Ed has provided my son the opportunity to pursue qualifications in Year 10 and 11 that interest him and are achievable. I am really pleased there is such a flexible approach with parents and students being fully involved in the options process."



WHAT STUDENTS SAY

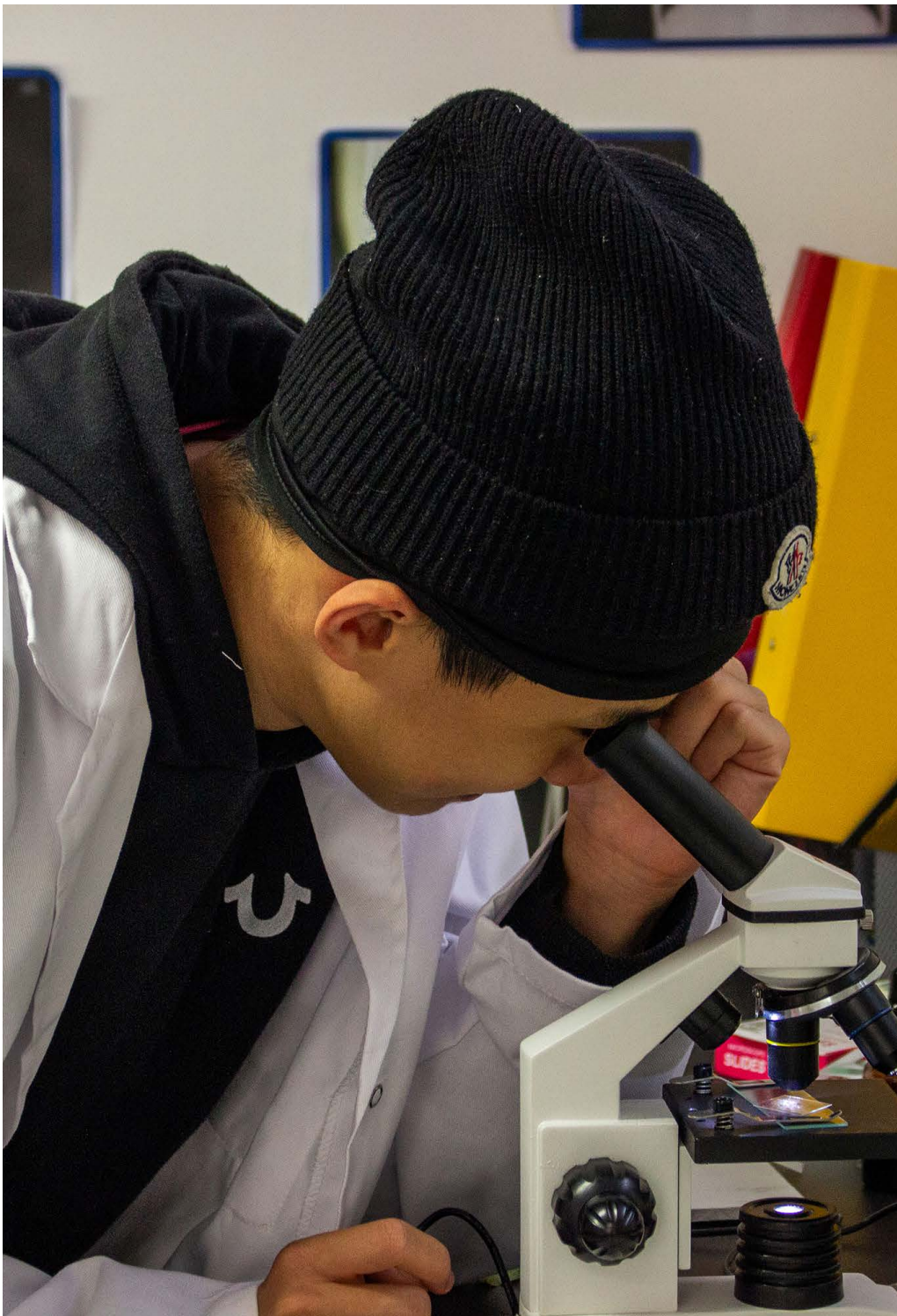
"I am now able to gain the qualifications I need for college and I have really enjoyed studying in a small class with additional support."

AIM OF THE KEY STAGE 4 CURRICULUM

The In Toto Ed curriculum allows students to flourish and excel in subjects that interest them and they find enjoyable. Balanced, personalised, and adaptive, it offers students a way to learn that works for them, assisted through their studies by staff in academic and pastoral mentoring sessions. This allows students to feel fully supported in all areas of their school experience.

The unique pathways we offer students are personalised and tailored to their learning needs.





PATHWAYS

Academic Pathway

All students study the core subjects of GCSE English and Maths, alongside a range of GCSE subjects.

The breadth of subjects available at Key Stage 4 allows students to combine academic challenge with their own interests and aspirations. Students following the Academic Pathway often progress to further study, including A-levels and Level 3 vocational qualifications.

Combined Pathway

All students study the core subjects of GCSE English and Maths, alongside a combination of GCSE and vocational subjects.

This pathway offers a balanced curriculum, enabling students to develop both academic knowledge and practical skills, supporting a range of post-16 progression routes.

Vocational Pathway

The Vocational Pathway provides students with the skills and confidence needed to engage with the wider world and prepare for adult life.

Students are supported to learn at their own pace within a personalised and supportive environment. They work towards Functional Skills English and Maths, alongside a range of vocational qualifications suited to their individual needs and interests.

KEY STAGE 4

GCSE English Literature

The English Literature curriculum has been designed to stretch and inspire students, sparking a passion for reading and literacy.

Lessons in Years 10 and 11 enable students of all abilities to develop the skills they need to read, understand and analyse a wide range of different texts – covering the 19th, 20th and 21st centuries – as well as to write clearly, coherently and accurately using a range of vocabulary and sentence structures.

Texts we study:

- *A Christmas Carol*
- *Macbeth*
- *Worlds and Lives*
- *An Inspector Calls*

We ensure that, as far as possible, the texts studied are accessible to the students on the Academic Pathway.

Both assessment papers relate reading and writing in the same balanced way, with the reading sources acting as stimuli for the writing tasks.

Each paper has a distinct identity to better support high quality provision and engaging teaching and learning.

Exam board and course title:

AQA GCSE in English Literature - 8702

Assessment method:

Paper 1: Shakespeare and the 19th-century novel (40%)

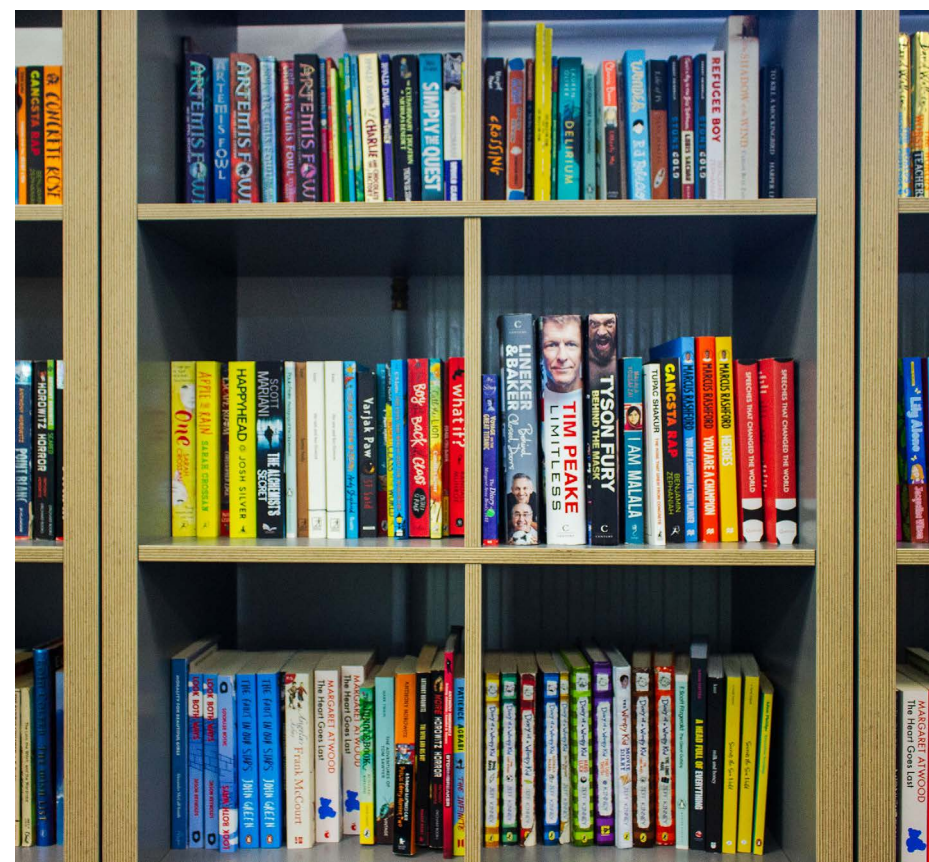
Written exam: 1 hour 45 minutes

- *Macbeth* – William Shakespeare
- *A Christmas Carol* – Charles Dickens

Paper 2: Modern texts and poetry (60%)

Written exam: 2 hours 15 minutes

- *An Inspector Calls* – J.B. Priestly
- The AQA poetry anthology
- Unseen poetry



GCSE English Language

This course provides students with a comprehensive foundation in reading, writing, and critical thinking skills. Through honing their ability to respond to unseen texts, students develop skills in analysis, interpretation, and evaluation, in addition to fostering creativity. Through refining their ability to produce well-structured, coherent responses for different audiences and purposes, the course focusses on practical communication skills, and ensures students are well-prepared for both future study and the workplace.

Paper 1 – Explorations in Creative Reading and Writing – looks at how writers use narrative and descriptive techniques to engage the interest of readers.

Paper 2 – Writers’ Viewpoints and Perspectives – looks at how different writers present a similar topic over time.

Exam board and course title:

AQA GCSE English Language - 8700

Assessment method:

Paper 1: Explorations in Creative Reading and Writing (50%)

Written exam: 1 hour 45 minutes

Section A: Reading

- One unseen literature fiction text

Section B: Writing

- Descriptive or narrative writing

Paper 2: Paper 2: Writers’ Viewpoints and Perspectives (50%)

Written exam: 1 hour 45 minutes

Section A: Reading

- One non-fiction text and one literary non-fiction text

Section B: Writing

- Writing to present a viewpoint

Functional Skills English

The NCFE Functional Skills qualification provides students with practical, real-world skills in English, focusing on the development of essential literacy competencies for everyday life and the workplace. Following an initial assessment, students will be entered for the Functional Skills level that aligns with their current learning needs, with the possibility of progressing to higher levels if appropriate. The course covers reading, writing, speaking, and listening, helping students to communicate effectively, understand and interpret written information, and produce written texts for various audiences and purposes. Emphasis is placed on developing the confidence to apply language skills in a variety of contexts, while also developing critical thinking and decision-making skills. Students are able to take their exams at any point across the year and can retake individual components if needed.

Exam board and course title:

NCFE Functional Skills English:

Level 1 - 603/5058/1

Level 2 - 603/5054/4

Assessment method:

Language exam: Paper 1: Reading (33%)

Analysis of sources and application of reading skills in real-life scenarios. The exam consists of multiple choice and written answer questions that test skills such as inference, comparison, and identifying linguistic features.

Language exam: Paper 2: Writing (33%)

Assesses a student’s skills when writing in different forms, and for different audiences and purposes, as well as assessing a student’s spelling, punctuation and grammar.

Speaking and Listening assessment (33%)

Demonstrates a student’s ability to speak, listen, and communicate through planning and presenting on a topic of their choice, as well as taking part in small group discussions.

GCSE Maths

Maths is for everyone; it is diverse, engaging, and an essential skill to be equipped with in later life. By putting students at the heart of everything we do, our teachers are empowered to support every student to reach their personal best, with a curriculum designed to enable students to engage with, explore, enjoy and succeed in Maths.

GCSE Mathematics has a foundation tier (grades 1 to 5) and higher tier (grades 4 to 9). Students must take three question papers at the same time.

Exam board:

AQA GCSE Maths - 8300

Paper 1: Non-calculator

Written examination of 1 hour and 30 minutes

This assessment allows for mix of question styles, from short, single-mark questions to multi-step problems. The mathematical demand increases as a student progresses through the paper.

Papers 2 & 3: Calculator

Written examination of 1 hour 30 minutes

This assessment allows for mix of question styles, from short, single-mark questions to multi-step problems. The mathematical demand increases as a student progresses through the paper.

Functional Skills Maths

The NCFE Functional Skills Maths qualification equips students with the essential mathematical skills needed for real-life situations and the workplace. The course focuses on developing practical problem-solving abilities and improving confidence to use numbers in everyday contexts.

Following an initial assessment, students will be entered for the level (Level 1 or Level 2) that best matches their current skills and knowledge, with the opportunity to progress to a higher level when ready.

The course covers key mathematical areas including number, measure, shape and space, and handling data. Students learn how to apply maths to a range of real-world scenarios such as budgeting, measuring, interpreting data, and working with percentages and ratios. Emphasis is placed on developing reasoning skills, accuracy, and the ability to select appropriate methods to solve practical problems.

Students can take their exams at any time during the year.

Exam board:

NCFE Functional Skills Maths:

Level 1 - 603/5059/3

Level 2 - 603/5060/X

Assessment method:

Section A - Non-calculator 30 minutes

Section B - Calculator 90 minutes

Total Time: 120 minutes

GCSE Statistics

The Statistics GCSE course teaches students about making decisions when there is uncertainty. It gives students the skills to collect, analyse, interpret and present data and allows them to demonstrate their ability to recall information and draw together information from different areas. They will learn how to plan for collecting, recording and processing data as well as how to recognise the opportunities and constraints of statistical analysis.

Statistics complements other subjects such as Science, Psychology, Geography and Media and opens the door to a variety of careers from scientific research to sports journalism.

The GCSE Statistics course aims for students to be able to:

- Use statistical techniques in a variety of investigations and use real world data in contexts such as populations and sales
- Identify trends through carrying out appropriate calculations and diagrams
- Apply statistical techniques such as sampling and estimation
- Critically evaluate data, calculations and diagrams
- Understand how technology has enabled the collection, visualisation and analysis of large quantities of data
- Apply appropriate mathematical and statistical formulae

GCSE Statistics has a foundation tier (grades 1 to 5) and a higher tier (grades 4 to 9). Students must take two question papers at the same tier. All question papers must be taken in the same exam series.

Exam board and course title

AQA GCSE Statistics - 8382

Assessment method

[Papers 1 & 2: Calculator](#)

Two written examinations of 1 hour 45 minutes, each of which is worth 50% of the GCSE Statistics assessment. Both papers cover all specification content.

The assessments include multiple choice, short answer and a Statistical Enquiry Cycle (SEC) question.

GCSE History

The History GCSE course teaches students about past events through history, evaluating them and making connections with modern life. Our curriculum has been designed to provide opportunities for students to reflect and recognise important developments in social history and political history.

The GCSE History content comprises the following elements:

- One period study – American opportunity and equality
- One thematic study – World War I
- One wider world depth study – Health and the people
- One British depth study including the historic environment – Norman England

The breadth of study offered allows students to access a range of different historical time periods, and develops their grasp of a number of different historical issues.

Exam board and course title:

AQA GCSE History - 8145

Assessment method:

[Paper 1 \(50%\)](#)

Understanding the modern world

[Paper 2 \(50%\)](#)

Shaping the nation

GCSE Design Technology (Product Design)

Design and Technology prepares students to participate confidently and successfully in an increasingly technological world. Students will gain awareness and learn from wider influences on Design and Technology including historical, social, cultural, environmental and economic factors. Students will have the opportunity to work creatively while designing and making, and apply technical and practical expertise.

At GCSE, students study core technical, designing, and making principles, including a broad range of design processes, materials, techniques and equipment. They can also study specialist technical principles in greater depth.

Exam board and course title:

AQA GCSE Design Technology - 8552

Assessment method:

Paper 1

- Core technical principles
- Specialist technical principles
- Designing and making principles

Written exam: 2 hours (50%)

NEA

Practical application of:

- Core technical principles
- Specialist technical principles
- Designing and making principles

(50%)

GCSE Art and Design (Fine Art, Textiles and Photography)

The GCSE Art and Design course allows our students to continue to develop their independent and personal approach to creating art.

Students learn how sources inspire the development of ideas, for example drawing on:

- The work and approaches of artists, craftspeople or designers from contemporary and/or historical contexts, periods, societies and cultures
- Contemporary and/or historical environments, situations or issues
- Other relevant sources researched by the student
- The ways in which meanings, ideas and intentions can be communicated through visual and tactile language, using formal elements, including:
 - colour
 - line
 - form
 - shape
 - tone
 - texture
- The characteristics, properties and effects of using different media, materials, techniques and processes, and the ways in which they can be used in relation to students' own creative intentions
- The different purposes, intentions and functions of art, craft and design in a variety of contexts.

Students choose one or more of the areas below for study:

- Art, craft and design
- Fine art
- Graphic communication
- Textile design
- 3D design
- Photography

Students explore a wide range of art experiences, including printmaking, painting and three-dimensional design. The course is a great choice for students interested in studying Art further – such as a Foundation Course at an Art college – or considering a career in creative fields such as architecture or the media.

Visits to local galleries and museums support the development of ideas and provide inspiration throughout the course.

Exam board and course title:

AQA Art and Design - 8201

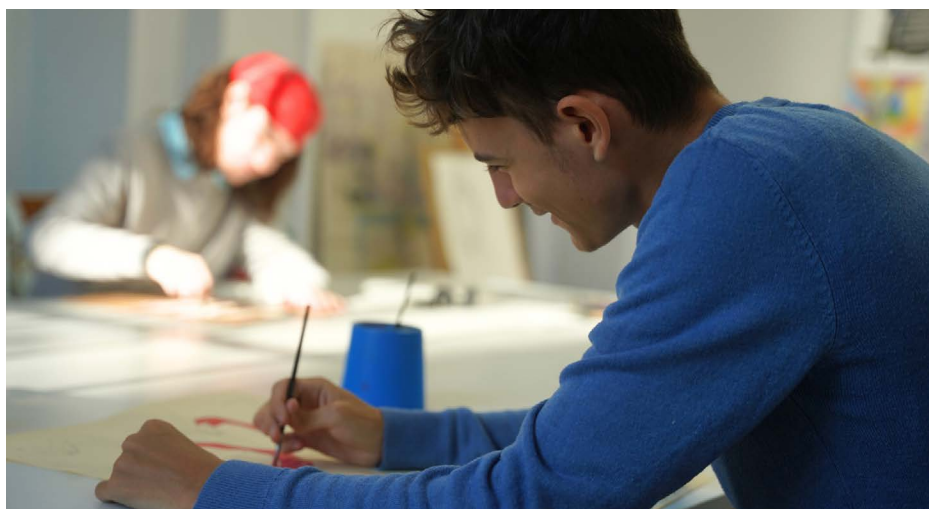
Assessment method:

Internally assessed and externally quality assured.

- Portfolio of coursework including sketchbooks (60%)
- A practical examination, including 8-10 weeks preparation (40%)

Coursework is completed during Art lessons with an emphasis placed on individual investigation through sketchbooks, and the acquisition of more advanced skills and techniques.

The final unit of work is the Externally Set Assignment and comprises development and personal responses to a theme selected by the exam board.



GCSE Biology

Our KS4 Science curriculum is designed to build upon the foundational knowledge acquired at Key Stage 3, and prepare students for further study or employment. It promotes scientific literacy, problem-solving, and an understanding of scientific processes, encouraging students to apply their knowledge to real-world contexts. Students at KS4 typically study either Combined Science (Trilogy), worth two GCSEs, or Separate Sciences (Biology, Chemistry, and Physics), each leading to an individual GCSE.

Exam board and course title

AQA GCSE Biology

Biology Overview

1. Cell Biology
 - Cell structure and function (eukaryotic and prokaryotic cells).
 - Transport in cells (diffusion, osmosis, and active transport).
2. Organisation
 - Structure and function of human organ systems (e.g., digestive, circulatory).
 - Plant tissues and transport systems.
3. Infection and Response
 - Pathogens and disease prevention.
 - Vaccines and treatments (e.g., antibiotics).
4. Bioenergetics
 - Photosynthesis and respiration.
5. Homeostasis and Response
 - Nervous and hormonal control.
 - Maintaining internal conditions (e.g., temperature, blood sugar).
6. Inheritance, Variation, and Evolution
 - DNA, inheritance, and genetic engineering.
 - Evolution by natural selection.

7. Ecology

- Ecosystems and biodiversity.
- Human impact on the environment.

Assessment method

Two papers, 1 hour 45 minutes each

Practical Work

Practical skills are central to the KS4 Science curriculum.

Students must complete a set of required practicals, assessed in the exams. These include experiments such as investigating rates of reaction, testing photosynthesis, and exploring electrical circuits.

Level 2 Extended Certificate in Music

This qualification is designed for students wishing to gain knowledge and skills within the sphere of music performance and associated music industry disciplines. It allows students to develop their performance capabilities and increase their aptitude on their chosen instrument, along with gaining an effective knowledge of event organisation, rehearsal techniques, and the contextual background to their chosen genre and style.

The qualifications will give students:

- Experience in planning, executing and analysing a music performance
- The ability to develop and hone their performance within a rehearsal space
- Knowledge of planning, promoting and running a live music event
- A greater understanding of music and the responses it elicits in an audience
- Contextual awareness of styles and genres of music and how they have developed
- The ability to perform effectively in a recording studio environment

The knowledge and skills acquired by performers undertaking this course will enable progression onto further studies, equipped with a greater aptitude for performing in a range of situations, and with a deeper knowledge of the wider skill set and associated requirements which come with being an effective performer.

Exam board and course title:

RSL Level 2 Extended Certificate in Music Practitioners
- 601/7991/0

Assessment method:

Coursework based assessment against individual unit criteria. Internally assessed and externally quality assured.

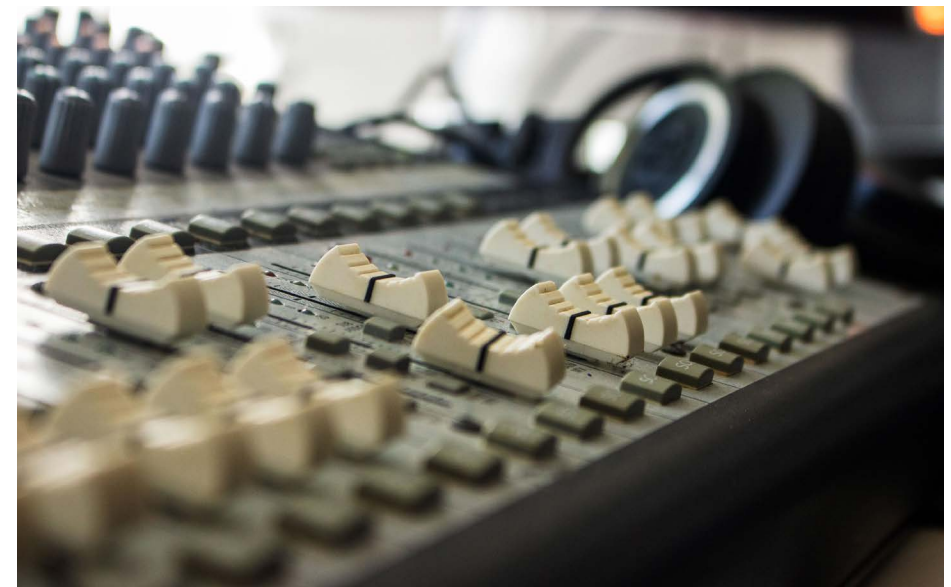
The units covered are:

Mandatory unit

218 Marketing and Promotion

Optional units

224 Digital Recording and Production, 222 Music Sequencing and Production, 202 Composing



Level 1 Diploma in Multi-trade Construction Skills

This qualification provides the ideal introduction to the construction industry, and covers essential skills in the following trades: bricklaying, carpentry and joinery, plastering, painting and decorating, construction operations, wall and floor tiling, electrical and plumbing.

Exam board and course title:

City and Guilds Level 1 - 6219

Assessment method:

Internally assessed and externally quality assured.

These qualifications are suitable for 14-19 year olds, or for individuals of any age wanting an introduction to a variety of construction trades in order to gain skills in those areas and perhaps to decide which trade is the right one to pursue a career in. No previous knowledge or experience is required.

The course is assessed on the following skills phases:

- Phase 1: Generic Units, Bricklaying, Joinery
- Phase 2: Wall & Floor Tiling, Construction, Operations, Painting & Decorating
- Phase 3: Carpentry
- Phase 4: Plastering, Plumbing, Electrical

Level 2 Diploma in Sport, Exercise and Fitness

This qualification will give students the introductory skills to either start a career in sport, or progress within employment in the sector. This qualification can also prepare students for higher or further education and gives a good introduction to the sport vocation.

Exam board and course title:

NCFE Level 2 Diploma in Sport, Exercise and Fitness
- 601/3038/6/SEF

Assessment method:

Internally assessed and externally quality assured.

The units covered are:

- Participating in Sport
- Anatomy and Physiology for Exercise
- Introduction to Healthy Exercise and Nutrition

In addition to this, there are four optional units.

Level 1/2 Technical Award in Food and Cookery

This course provides students with the opportunity to develop knowledge and understanding of food and cookery. Students will explore food preparation techniques, nutrition, food safety and the skills required to plan, prepare and present a range of dishes.

The course focuses on key areas which are studied throughout:

- Food preparation and cooking techniques
- Nutrition and healthy eating
- Food safety and hygiene
- Menu planning and presentation

Exam board and course title:

NCFE Level 1/2 Technical Award in Food and Cookery
- 603/7014/2

Assessment method:

Component 1: External Assessment (50%)

Written exam: 1 hour 30 minutes

- Multiple choice questions
- Short answer questions
- Extended response questions
- Questions based on food and cookery scenarios

Component 2: Internal Assessment (50%)

Synoptic project

- Completion of practical cooking tasks based on a set brief
- Demonstrates skills in planning, preparation and presentation
- Includes evaluation of dishes, techniques and outcomes

Level 1/2 Technical Award in Business

This course provides students with the opportunity to develop knowledge and understanding of business and enterprise. Students will explore how businesses are set up, how they operate and how they respond to customer needs and changes in the wider business environment.

There is one final exam, plus a coursework component which makes up 50% of the course. This is a Non-exam assessment (NEA) and is internally marked by teachers and externally moderated by NCFE.

The course focuses on key areas which are studied throughout:

- Enterprise and business planning
- Marketing
- Finance
- Business operations

Exam board and course title

NCFE Level 1/2 Technical Award in Business and Enterprise
- 603/7004/X

Assessment method

Component 1: External Assessment (50%)

Written exam: 1 hour 30 minutes

- Multiple choice questions
- Short answer questions
- Extended response questions
- Questions based on business scenarios

Component 2: Internal Assessment (50%)

Synoptic project

- Completion of a project based on a business scenario
- Demonstrates skills in research, planning and decision-making
- Includes evaluation of business ideas and outcomes

Unit Award Scheme

This course provides students with the opportunity to develop a range of personal, social and academic skills through the completion of short, focused units of work. Students can build confidence, independence and motivation by achieving success in a variety of areas tailored to their individual needs and interests.

There is no final exam. The qualification is assessed through the completion of individual units, which are internally assessed by teachers and externally verified by AQA.

The course focuses on key areas which are selected to suit the learner and may include:

- Personal development and life skills
- Functional skills (English and Maths)
- Vocational and work-related skills
- Creative and practical activities

Each unit has clear outcomes, and students receive a certificate for every unit they successfully complete.

Exam board and course title:

AQA Unit Award Scheme

Assessment method:

Ongoing assessment

- Completion of individual units of work
- Evidence gathered through classwork and practical activities
- Internally assessed by teachers
- Externally verified by AQA
- Certificate awarded for each completed unit

Level 2 Certificate in Travel and Tourism

This course provides students with the opportunity to develop knowledge and understanding of the travel and tourism industry. Students will explore the basic principles of the industry, different types of travel and tourism organisations, and the skills needed for further study or employment in this sector.

There is no final exam. The qualification is assessed through coursework, which is internally assessed by teachers and externally quality assured by NCFE.

The course includes two mandatory units:

- Customer Service in Travel and Tourism
- The UK Travel and Tourism Industry

Students will also complete two optional units, which may include areas such as:

- Travel and Tourism Destinations
- Promotion in Travel and Tourism
- Travel Agency Operations
- Hospitality in Travel and Tourism

Exam board and course title:

NCFE Level 2 Certificate in Travel and Tourism - 601/6266/1

Assessment method:

Internally assessed and externally quality assured.

Duke of Edinburgh's Award

This course provides students with the opportunity to develop a range of valuable life skills, including teamwork, resilience, independence and leadership. Students will take part in a variety of practical activities and challenges, helping them to build confidence and prepare for future education and employment.

The award is completed through participation in four key sections, which are assessed through ongoing involvement rather than a final exam. All sections must be completed to achieve the award, and progress is recorded and verified by staff.

The course focuses on key areas which are completed throughout:

- Volunteering
- Physical activity
- Skills
- Expedition

The expedition section involves planning, training for and completing a team expedition. Students will work in groups to navigate a route, carry their own equipment and supplies, and be self-sufficient over the duration of the expedition. This includes cooking meals, setting up tents and camping overnight. Students must be prepared for outdoor conditions and be willing to participate fully in all aspects of the expedition.

At Bronze level, students must also complete an additional section or extend one of the existing sections for a longer period of time.

Exam board and course title

The Duke of Edinburgh's Award (Bronze Award)

Assessment method

Ongoing assessment

- Completion of all four sections over a set period of time
- Evidence recorded through an online log (eDofE)
- Expedition assessed through planning, participation and teamwork
- All sections verified by trained staff and the awarding organisation

Sports Leaders Award

This course provides students with the opportunity to develop leadership skills through sport and physical activity. Students will learn how to plan, organise and lead activities, building confidence, communication and teamwork skills that are valuable both in and out of school.

There is no final exam. The qualification is assessed through practical leadership tasks and coursework, which are internally assessed by teachers and externally moderated by the awarding organisation.

The course focuses on key areas which are studied throughout:

- Developing leadership skills
- Planning and leading sports activities
- Communication and teamwork
- Evaluating performance

Students will have the opportunity to lead sessions with their peers and, in some cases, with younger students, gaining real experience of leadership in a practical setting.

Exam board and course title:

Sports Leaders UK Level 1/2 Award in Sports Leadership

Assessment method:

Ongoing assessment

- Completion of leadership tasks and a leadership log
- Planning and delivering sports sessions
- Evidence gathered through practical activities
- Internally assessed by teachers
- Externally moderated by the awarding organisation

RSL Level 2 Extended Certificate in Creative Digital Media

RSL's Level 2 Extended Certificate in Creative Digital Media with Esports prepares students for entry into the fast-growing world of competitive gaming, digital entertainment, and online content creation, equipping them with the knowledge and practical skills needed to succeed in this dynamic and rapidly evolving industry.

Designed by industry professionals and regularly updated to reflect developments in the esports and digital media sectors, the qualification combines creative media production with the exciting opportunities presented by esports. Students explore areas such as streaming, social media content, branding, event promotion, video production, audience engagement, and digital communication within an esports context.

Exam board and course title:

RSL Level 2 Extended Certificate in Creative Digital Media
- 603/4297/3

Assessment method:

Internally assessed and externally quality assured.

The units covered are:

- Digital Games Production
- Creating Digital Art
- Careers in Creative Digital Media

In toto ed

info@in-toto-ed.com
www.in-toto-ed.com