



# Certificate of Work Readiness

Unit Code: H188 04 Practical Workplace Skills

Evidence Reference Number: 25(i)

Name .....

Date .....

Assessor .....

## Mid-Point review

### Reflections and Evidence of Practical Learning Form

To be completed x2 – at mid and end points of placement

#### Dealing with work situations

##### Task 1

Who I work with wheel – placement log

##### Task 2

Give an example of a difficult situation at work and how you resolved it.

What did you do? What happened?

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Would you do anything differently?

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# Responsibilities of Employment

## Task 1

Describe one of your placement's most important health and safety regulations.

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Why is this important?

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Describe 3 of your main responsibilities at work

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Describe 3 of your employer's responsibilities at work

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**Describe 3 differences between the behaviour expected of you at work and the behaviour expected of you at school**

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**Self and Work**

**Task 1**

**Looking back over my placement log my main strengths are:**

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**Something I need to work on is:**

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**Something I want to learn is:**

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## Reflections

Review your employer's feedback from your midpoint and end point review. Making reference to your core skills, personal management, team working skills and behaviour in the workplace what does the feedback tell you in relation to :

a. Your strengths:

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b. Your work on's (things you could do better)

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c. Any action plans you would like to take forward:

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If you wish you could use this information to help you in your Unit 4 reflection.

Client signature \_\_\_\_\_

Date \_\_\_\_\_

Placement Coordinator signature \_\_\_\_\_

Date \_\_\_\_\_