

Essential Skills Wales

Essential Communication Skills (ECommS)

Level 2 Controlled Task

Candidate Pack

Health and Wellbeing

Sample

Version 2

Candidate name:
Candidate number:
Date registered for ECommS:
Unique Learner Number (ULN) <i>(if applicable)</i> :
Centre name <i>or</i> number:

Instructions

- Make sure the boxes at the top of this page are filled in with your name, candidate number, ULN (if applicable) and centre name or number.
- Make sure you complete **all** parts of the task.

You have up to **5 hours in total** to complete this controlled task, although that time can be split over a number of sessions. Details of when each session started and ended **must** be recorded below:

Date controlled task started :							
Date controlled task completed <i>(no more than eight weeks later)</i> :							
Session 1	Session 2	Session 3	Session 4	Session 5	Session 6	Session 7	Session 8
	<i>Date</i>						
<i>Duration</i>	<i>Duration</i>	<i>Duration</i>	<i>Duration</i>	<i>Duration</i>	<i>Duration</i>	<i>Duration</i>	<i>Duration</i>
Total time spent:							

If more than eight sessions are required, any further dates/durations should be recorded on a separate sheet.

This task pack contains a scenario, a set of instructions and some source material.

- Make sure you read through the scenario, instructions and source material carefully before you start.
- You will be supervised throughout your time working on this task, although during that time you can use most of the equipment that would normally be available to you in a real-life situation (this may include accessing the internet).
- All work submitted must be **entirely** your own. You are not allowed to be given any help with the skills that are being assessed through this controlled task.
- Make sure you hand in all of your work at the end of **each** session. You are not allowed to take any task materials away with you, or have access to these between sessions.
- Make sure you **sign the declaration** at the back of this pack at the end of your final session working on this task.

Task instructions: Health and Wellbeing

What you need to find out

Scenario

The activities in this task are about health and wellbeing. All members of the community need to be aware of the importance of a healthy lifestyle.

What you need to do – Part 1

Reading

You must read, understand and summarise the main points, ideas, arguments and lines of reasoning in the documents. You can look up the meaning of any words you do not understand.

- Read both source documents to help you prepare for and take part in a discussion on the topic: 'What makes a healthy lifestyle?'
- Use this information to plan the writing of an article for a fitness magazine for 16-24 year olds.
- Show your preparation for the discussion. You could make notes or lists, use a flow chart or spider diagram or you could make notes on the source documents to identify the main points, ideas, arguments and lines of reasoning.

Make sure you hand in all of your work, including any notes or drafts, at the end of **each** session.

Resources you should use:

Source 1: Health & Wellbeing - Getting a balance

Source 2: Being healthy doesn't have to be boring!

Speaking and listening

Discussion (Minimum time 10 minutes for groups of 3-6 people, minimum time for larger groups approximately 20 minutes).

Using information from both source documents, plan to take part in a discussion on the topic: What makes a healthy lifestyle?

You must show how you have prepared for the discussion.

Take part in a discussion. Give reasons for your opinions.

During the discussion you should:

- provide information about the subject
- give your opinions about the subject
- find out what others feel about the subject
- ask questions that may improve your understanding
- use appropriate language and non-verbal communication
- help move the discussion forward.

Writing

Write an article for a fitness magazine for 16-24 year olds. Give advice on ways to achieve physical and mental wellbeing.

Your article should be at least 500 words in length.

Your article must include a summary of the information from both source documents. You should also include information that you have learned from the discussion.

You must:

- produce a plan
- write/word process a first draft
- check your draft makes sense
- correct any mistakes
- produce a final document.

Make sure your final article is fit for purpose and audience and has correct spelling, punctuation and grammar. You should use full sentences and paragraphs.

Make sure you hand in all of your work, including any notes or drafts, at the end of **each** session.

What you need to do – Part 2

Writing

Write a letter to your employer/college principal to persuade them to fund and organise a charity fitness event. You should outline the type of event and provide information about how it can benefit the organisation.

You should use your prior knowledge and/or independent research. You can use the internet (if available) or other resources to carry out any additional research.

Any research must be supervised and carried out within the eight consecutive weeks maximum working period, but can be in addition to the five hours allocated for this controlled task.

You must:

- produce a plan
- write/word process a first draft
- check your draft makes sense
- correct any mistakes
- produce a final document.

Make sure your final letter is fit for purpose and audience and has correct spelling, punctuation and grammar. You should use full sentences and paragraphs.

Make sure you hand in all of your work, including any notes or drafts, at the end of **each** session.

What you need to do – Part 3

Speaking and listening

Talk/Presentation (Minimum time 4 minutes per candidate, minimum audience of 3 people)

Prepare for and deliver a talk/presentation to others. Your talk/presentation should include an image or other support materials to enhance or aid understanding.

You may choose your own topic for the talk/presentation but some suggestions include:

- a topic of personal interest
- the importance of exercise
- health and fitness
- healthy living.

You may use notes to prompt you when delivering your talk/presentation, but you must **not** read from them directly.

Your talk/presentation should be well structured and suitable for the purpose and audience.

You must keep to the point and illustrate the main points clearly, using a variety of strategies to deliver your message.

Make sure you hand in all of your work, including any notes or drafts, at the end of **each** session.

Health and wellbeing



Healthy eating	Healthy swaps	Food plans	Getting a balance	Wellbeing
<p>Getting a balance</p> <p><i>The government's Change4Life campaign aims to encourage families to make healthier choices to help cut some saturated fat and sugar from their diets. Everyone is encouraged to make some 'swaps' as well as follow the Change4Life ideas to increase activity levels for a healthier lifestyle.</i></p> <p>Physical activity can help lower the risk of type 2 diabetes and high blood pressure. Moderate exercise, like brisk walking, can have other health benefits such as improving blood circulation, reducing the risk of heart disease and help achieve a healthy weight.</p> <p>Apart from the physical benefits, exercise can boost self-esteem, mood, sleep quality and energy as well as reducing the risk of stress, depression and other related mental health issues.</p> <p>However, physical exercise alone will not lead to a balanced and healthy lifestyle nor necessarily help with an individual's wellbeing. A good level of health and fitness can only be achieved with a healthy diet combined with physical activity.</p> <p>The old saying 'you are what you eat' still holds true today and means that it is important to eat the right food in order to be healthy and fit. With limited time, people are now more likely to turn to fast food for a quick meal. Fast food contains a lot of fat, sugar and salt, which is harmful to people's health.</p> <p>As soon as the word diet is mentioned, most people think of weight loss but really a diet is simply the food a person chooses to eat. The body does need some fat, sugar and salt but in limited quantities and in line with healthy eating guidelines.</p> <p>Modern diets and inactive lifestyles are producing people who are fatter and less healthy. Driving to work, sitting at a computer or being on the sofa watching TV for long periods of time increases the risk of poor health. Dr. Nick Cavill, a health promotion consultant, has said that, previous generations were more active through work and manual labour. Today we have to find different ways of fitting physical activity into our daily lives.</p> <p>So, get up, get out and the next time you feel peckish look for a healthy swap.</p>			<p>A few tips for healthy swaps.</p> <ol style="list-style-type: none"> 1. Swap sugary drinks for sugar free options or even water. 2. Swap from full fat milk to semi-skimmed and then make the swap to skimmed milk. 3. Cut out the salt and season meals with herbs and spices. 4. A small bag of unsalted nuts are a great alternative when you reach for a bag of crisps. 5. Choose cereals that contain no added sugar and sprinkle berries on instead of sugar. <p>Click on the 'healthy swaps' tab for some more great ideas</p>	
			<p>Wellbeing ...</p> <p>Social wellbeing ... Mental wellbeing ... Emotional wellbeing ...</p> <p>Click on the tab to find out more about how a balanced lifestyle can affect wellbeing.</p>	

Source 2

Being healthy doesn't have to be boring!

It's constantly in the news; magazines devote pages to it and now we even have adverts that pop up on web pages! All this does is to reinforce the message that the majority of us, whatever age, need to take more exercise. Study after study shows the benefits it can have.

However, a large majority of the population, young or old, don't do any form of regular exercise. It is so easy to find an excuse. People think they are too busy or are too tired after a long day at college or work. They don't have time to go to the gym or a fitness class and some activities are too expensive. Some of us just feel that exercise is too boring.

The NHS recommend that:

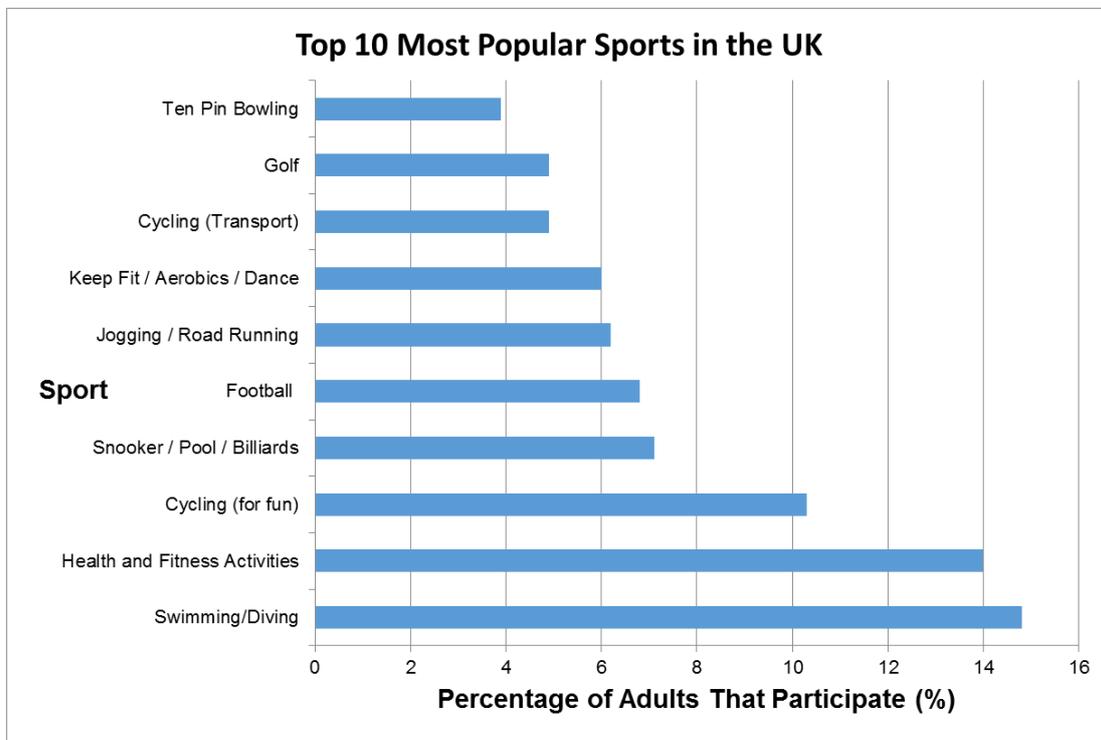
- Adults should take some form of exercise for at least 150 minutes per week and ideally 30 minutes per day
- Children aged 5 – 16 years old should be active for a minimum of 60 minutes per day
- Children under 5 years old need three hours of activity a day.

Such recommendations are useful to have but how can people fit exercise into their busy lives and how can their 'mind-sets' be changed to encourage an exercise regime?

Too often people embark on a fitness programme, often setting unrealistic goals and basically setting themselves up to fail. The key to exercising and getting fitter is to have fun, enjoy, take small steps and not aim for that gold medal from the start.

Being active doesn't have to mean hours in the gym. Getting off the bus one stop away from home is a good start, using the stairs instead of taking the lift and going outside for a brief walk at lunch time can all be counted as part of an exercise regime.

Getting involved in a sport is an obvious way of exercising but it is not for everyone. Dancing is a fun way to exercise and can also improve heart function, get muscles working and help to strengthen bones. The good news is that you can dance at home, with friends, at any time and to any genre of music.



The NHS has some excellent games for children on their 10 Minute Shake Up page. All of these cost nothing to play and adults and children can join in together. The 5-16 age group, and many adults, spend far too much time using modern technologies. 10 minute breaks for physical activity could be planned into the day.

Exercise still not your thing? Whilst swimming, cycling and walking are all known to be excellent forms of exercise; so too is a game of ten pin bowling, a kick around with a ball in the garden or even seated exercise whilst watching television. These small steps might not meet the recommended levels of activity but are a great start to taking regular exercise, getting healthier and hopefully, having fun at the same time.

References:

- <http://www.nhs.uk/change4life/pages/get-going-every-day.aspx>
- <http://www.nhs.uk/change4life/pages/active-hobby-ideas.aspx>
- <http://www.bupa.co.uk/health-information/directory/b/benefits-of-exercise>
- <https://www.nhs.uk/10-minute-shake-up/home#ShzKLcFrjVJ80drk.97>

Declarations

The candidate and assessor declarations **must** be completed.

Candidate name: _____

Candidate declaration:

I confirm that this is entirely my own work and it was completed during the supervised sessions stated on the front cover.

Candidate signature _____ Date _____

For centre staff and awarding body use only

Assessor declaration:

I confirm that this candidate has met the standard required for the controlled task. The controlled task was conducted under the specified conditions and completed within the working period and working time requirements.

Assessor signature _____ Date _____

Internal quality assurer (IQA) declaration:

(if sampled)

I have internally quality assured this work and confirm that the standards have been met.

IQA signature _____ Date _____

External quality assurer (EQA) declaration:

(if sampled)

I have externally quality assured this work and confirm that the standards have been met.

EQA signature _____ Date _____