

Accountancy

Curriculum Manager: Mrs A Crowder

Teaching Staff: Mrs A Crowder and Mrs J Watkins

Curriculum Overview:

The AAT Accounting Qualification gives you the skills to work in a wide range of accounting and finance positions. Skills learned include; Administrative Processes, Financial Documentation, Entering transactions into the Books of Prime Entry, Double Entry Bookkeeping, Stock Valuation, Manufacturing Accounts, Bank Reconciliations, Control Accounts and Inputting transactions onto a Computerised Accounting System.

Pupils will complete 5 units over the 2 year course: Bookkeeping Transactions, Bookkeeping Controls, Elements of Costing, Working Effectively in Finance and Using Accounting Software.

Units Studied- Term 1

Elements of Costing
Bookkeeping Transactions

Units Studied- Term 2

Elements of Costing
Bookkeeping Transactions
Working Effectively in Finance

Units Studied- Term 3

Bookkeeping Transactions
Bookkeeping Controls
Working Effectively in Finance

Assessments:

All pupils will complete an internal assessment at the end of each half term.

In addition, throughout the 2 year course, pupils will sit Computer Based Tests on each of the assessed units. Tests can be sat at any point within the 2 year course. We expect to complete 2 of the 5 tests in Year 10 and 3 in Year 11.

Homework:

Homework will be set every week by the class teacher. This will vary between written and electronic homework.

Other Useful Information:

All pupils completing the course will register with the AAT. Pupils can access revision resources on the AAT website: www.aat.org.uk.