

Information Booklet



Welcome to Jass

Junior Award Scheme for Schools (JASS) is a progressive learning programme for 10 - 13 year olds which has been designed to recognise wider achievement. A key aim has been to meet the challenges of the transition from primary to secondary but in practice it can be used at either level and is also used with wider age groups in special education settings.



JASS develops the whole individual by offering recognition in four key areas – regular physical activity (Get Active Stay Active), exploring a personal interest (My Interests), working for the good of the community or the environment (Me and My World) and completing an outdoor activity or challenge (Adventure) and is designed so that participants move from Bronze, to Silver and then to Gold with increasing levels of learning and challenge.

The objectives of the JASS programme are aligned with the wider learning objectives of the Curriculum for Excellence. The Outdoor Challenge and Key Stages 2 and 3 of the National Curriculum programme, making it easy to run alongside and incorporate existing curricular activities.



What is Jass

JASS (Junior Award Scheme for Schools) is an accredited learning programme for young people. JASS was first set up in 2010/11 by Friends of the Award in Edinburgh and the Lothians (FOTA) in partnership with City of Edinburgh Council. JASS is now used in the majority of primary and secondary schools and all special schools run by the Council. JASS has proved to be incredibly popular among both teachers and students and since its launch word has spread and it has now been taken up by more than 150 schools and youth groups throughout the UK.

JASS develops the whole individual by offering recognition in four key areas – regular physical activity (Get Active Stay Active), exploring a personal interest (My Interests), working for the good of the community or the environment (Me and My World) and completing an outdoor activity or challenge (Adventure). The objectives of JASS are aligned with the personal development objectives of Curriculum for Excellence and the National Curriculum and the scheme has been designed to have different levels of achievement so that participants can move from Bronze, to Silver and then to Gold with increasing levels of learning and challenge.

JASS is primarily aimed at the Transition years from primary to secondary school age (the upper primary years and the lower secondary) and the age group 10 - 14. However JASS has no cut-off age and many older young people, particularly within special educational settings, are using JASS for their personal development.

JASS is very flexible; young people can join in with JASS at any level (Bronze, Silver or Gold) and each JASS programme can be constructed to meet the needs of the individuals or to tie in with local interests or projects. (see [JASS programme planner](#) – tips and topics)

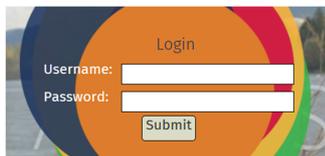
Why Jass?

JASS is fully aligned with current educational thinking and in particular with A Curriculum for Excellence and the Outdoor Learning Strategy.

User Guide

Logging in

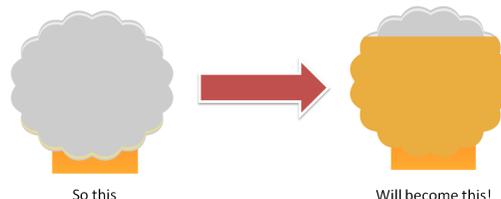
- To login, you'll go to <https://online.jasschools.org.uk>
- You'll then type your username and password into the **Login** box and click **Submit**



Overview



- The page you'll see when logging in is the **Overview** page where you can see at a glance how much progress you have made with your award!
- The **ribbon** on this page will fill up as you complete more of your award



Overview



- Another useful tool on the **Overview** page is **Section Progress** area which looks like this:

Section	Section Progress	Activities Signed Off	Hours Completed
Adventure	● ○ ○	0	0.0
Get Active Stay Active	● ○ ○	0	0.0
My Interests	● ○ ○	0	0.0
Me and My World	● ○ ○	0	0.0

- As you complete more hours of your award and have your activities signed off, the **Section Progress** red spots will fill up

Navigation Bar



- The eJASS website also has a **Navigation Bar** which you will use to navigate between different pages of the website.
- Each page will allow you to do and see different things related to your own personal JASS award – just like the **Overview** page we have just looked at!

Awards



- The awards page will give you another look at how you are doing with your JASS award so far
- You'll see the ribbon progress for your award like before – but on this page you can also see any photos you've uploaded and any evidence you've previously typed into E-JASS

Planning: Profile



- When you first visit the **Planning** page, you will see the Profile box where will be asked to fill in some information about yourself such as your hobbies and interests
- Doing this will allow your mentor to get to know you a little better!
- After you've done this, you'll see that the **Show Activity Planning** button appears!
- You can click on this to start planning your first activity!



Planning: Activity Planning



- On the Activity Planning page, you will create a plan for each of the 4 sections of your award
- This will help you and your mentor think about what activities you will carry out to achieve each section

Planning Your Activities

Planning: Activity Planning



- When you have planned an activity and saved it on this page, it will appear below

My Planned Activities

Shared Plans From My Class

No one in your class has shared a plan yet but don't let that stop you. Check the 'Shared' option when creating a plan to let your classmates know what other people are doing.

- If you clicked the **Share** button, then you will have shared your activity with everyone else in your class

Adventure, Get Active, My Interests and My World Tabs



- These pages are used to allow you to plan and record activities for each section
- Each page looks the same so once you know how to plan and record for one section you should be able to do the same for the others

Adventure



- The **Adventure** page shows a list of all of your planned adventure activities.

Adventure Records

+ Add new plan

- To add a new adventure that you're planning, click on the 'Add new plan' button

Creating a New Activity



- When entering in a new activity you will enter various information about it into JASS – such as a description of what you're going to do and what you hope to achieve by doing so

Updating Your Progress



- Once you've created a new activity it will be listed on the page for that particular type of activity (e.g. The Adventure page).
- To progress with your award, you will have to update each activity on a regular basis to let your mentor know how you're doing. Part of this will be to provide evidence through E-JASS

- To update it with your progress, simply click on the update button here.

Updating Your Progress



On the update page you can...

Upload a photo, video or document to prove you carried out the activity

Enter how much time you took to carry out the activity – this counts towards your total hour count for the JASS award

Enter detailed information about how you got on and what you learned from the activity

Updating Your Progress



When you are happy with the information that you have entered you will then tick the **Ready for mentor** box and then **Save**.

Your mentor will now be able to see what you have done for this activity! The recording process works in the same way for all 4 sections of the JASS award.

How you can help?

- **Tell me how your volunteering went today. What were the main tasks you had to do?**
- **What were the main challenges you faced today?**
- **Can you tell me about something you are proud of that you achieved today?**
- **What one word would you use to sum up your day and why?**
- **What success do you feel you achieved today?**
- **What did you become better at today and how did you do that?**
- **What strength did you find out about today that you didn't know you had?**
- **What was the most enjoyable activity you did today?**
- **What do you think you need to get better at?**
- **What special talent did you develop over the course of your JASS Awards experience?**

Volunteering this year

All pupils will participate in volunteering opportunities this year.

HELP WANTED

Job Title: School Grounds Keeper / Eco-monitor

Job Purpose: to help maintain the school grounds and promote locally grown produce

Duties will include

- * Composting of fallen leaves, vegetables and weeds
 - * Tidying and covering the planters for winter
 - * Growing seedlings indoors to be planted in spring
 - * Weeding and washing the play-ground plant pots before bringing them indoors for the winter
 - * Organising litter picks
 - * Labelling bins for separate rubbish (paper, cans etc.)
 - * Helping tend the orchard
 - * Collecting paper for recycling from classrooms
-

HELP WANTED

We welcome you to Williamsburgh and hope that you will enjoy your time with us.

While you are here you will be working mainly in the nursery but you may also be working in our P1 classes. We hope that the following information will help you get the most out of your time with us.

- * You should wear your school uniform during your placement. You may be involved in outdoor play so make sure you have suitable jacket and footwear for this.
- * In the nursery, Mairead Wilson is the Senior Nursery Officer that you will report to.
- * In the school building, you should report to the class teacher but Mrs Vandal, Depute Head, is also available for support and advice.
- * In the nursery you may work alongside nursery officers with small groups of children. This might include reading stories; helping children with activities, playing outdoors; helping with snack; helping with tidying up and putting out resources; helping staff to get equipment ready.
- * In P1 you may be helping by playing with groups of children, listening to children read; helping the teacher to make or organise resources; playing outdoors; being involved in the active play room.
- * At all times you should be polite, courteous and well behaved. I am sure you will be! Staff in school should be addressed as Miss / Mrs but staff in the nursery are known by their first names.
- * If at any time during the placement you are concerned, please ask to speak to one of the Senior Management Team who will assist you.
- * Most importantly, relax and smile! Our children are delightful and will love having "big boys and girls" working with them. Enjoy the experience!

HELP WANTED

Job Title: Pupil Librarian

Job Purpose: to help the School Librarian run an effective library

Duties will include:

- * keeping the library tidy
 - * shelving returned resources accurately (using alphabetical order for fiction, Dewey for nonfiction)
 - * helping to issue and return resources
 - * helping to choose resources for the library
 - * helping to prepare displays and posters
-