

CURRICULUM AND ASSESSMENT POLICY STATEMENT GRADE R-5 FOR LEARNERS WITH SEVERE INTELLECTUAL DISABILITY

MAINTENANCE

GRADE 4-5

Curriculum and Assessment

Policy Statement Grade R-5

for learners with Severe

Intellectual Disability

2018 Orientation

Learning programme

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1 SECTION 1 INTRODUCTION

2 SECTION 2: INTRODUCTION TO MAINTENANCE.

2.1 What is Maintenance?

Maintenance is a study of various interrelated skills in the maintenance sector such as health and safety, cleaning and good housekeeping, basic metalwork, mechanical, electrical, plumbing and building and construction skills. This subject equips learners to assist in the maintaining and servicing of plant and equipment at various private and public sites. The learner will be able to assist a qualified artisan, semi-skilled artisan or be able to follow a supervisor's instructions.

Maintenance skills and the content embedded in the skills are taught over two years in Grade 5 and 3 years in Grade 5. The teacher is allowed to adapt the difficulty level of the skills to the ability of the learner. During grade 5 in the second and third years the learners are placed in the learner work experience programme (LWEP) to acclimatise them to the world of work and prepare them for future jobs.

2.2 Specific Aims:

In Maintenance learners will study:

- Health, cleaning and safety procedures as well as good housekeeping principles
- The sectors in the maintenance industry and career possibilities in each sector
- Client services and customer care in the industry
- Managing resources and job planning
- Basic skills in each aspect of the Maintenance sector
- Introduction to the world of work

2.3 Topics to be studied in Maintenance include:

1	Health and safety
2	Good housekeeping practices
3	Sketches and drawings
4	Basic metalwork skills
5	Maintenance – mechanical, bicycle and motor vehicle
	Maintenance on mechanical devices
	Maintenance of a bicycle
	Maintenance of a motor vehicle
6	Maintenance electrical
	Basic electrical-motor vehicle
	Basic electrical-home
7	Building and construction skills
	1. Painting, glazing and water proofing
	2. Woodwork
	3. Bricklaying and plastering
	4. Floor and wall finishes – tiling, carpet laying and laminating floors
8	Basic plumbing maintenance skills
9	World of work

The table below indicates the main topics in the Maintenance programme.

2.4 Requirements for Maintenance as a subject

2.4.1 Time Allocation

The compulsory instructional time for the Vocational Learning Programme for learners experiencing severe intellectual disabilities amounts to 8 hours per 5-day cycle. Schools may offer either three (3) or four (4) vocational subjects, depending on the number of learners in the school and the resources available. The compulsory instructional time for **Maintenance** is either:

- 2 hours per 5-day cycle plus three (3) other vocational subjects or
- 2,5 hours per 5-day cycle plus two (2) other vocational subjects.

Twenty percent (20%) of the above mentioned time is utilized to teach subject content which should be embedded in teaching the learners to execute the skills. This implies that theoretical lessons should not be instructed in isolation, but during the teacher's demonstration that takes place before the learners practise the skills. The learners are

required to utilize eighty percent (80%) of the time to practise the various skills in the classroom.

2.4.2 Resources

2.4.2.1 Human resources

An appropriately qualified teacher registered with SACE in line with National Education Policy Act 27 of 1998 section 7.4.

2.4.2.2. Uniforms

Learners should use a two piece overall and safety shoes.

2.4.2.2 Books, magazines and teaching media

- Each learner should have a learner workbook for the current module being studied
- The teacher should have well illustrated Do It Yourself magazines
- The teacher should have Do It Yourself books as well as other books related to the skills being taught
- The teacher should have access to you tube videos.

2.4.2.3 Infrastructure and equipment

The subject may not be offered without the necessary infrastructure, tools and equipment.

2.4.2.3.1 Infrastructure

A double or one and a half size classroom or a fully fledged workshop.

The workshop should contain the following furniture and equipment

1 x teachers table and chair	• 2 x set combination spanners 6mm-
• 4 x lockable cupboards	32mm
 2 x 4/5 shelf open shelving 	• 2 x complete socket set (includes
• 4 x workbenches	ratchet, power bar etc) 8mm -32 mm
• 16 x bench vices (4 on each table)	1 x set metric allen keys
• 2 x welding screen	• 2 x scissors
• 1 x wash basin	• 2 x tile cutter
• 4 x Plug points for two phase welding	• 4 x builders trowels

equipment.	4 x steel float
• 1 x plug point for 3 phase welding	• 4 x wooden float
equipment.	• 2 x builders square
• 5 x two phase plug points.	• 1 x wheelbarrow
• 4 x inverter welding machines	• 2 x brick bolster chisel
1 x wall mounted drill press	• 4 x spades
• 1 x bench grinder	• 1 x pickaxe
• 4 x long spirit level	• 2 x glass cutter
• 4 x try square	• 2 x pincer
• 4 x 5 metre. measuring tape	• 2 x pipe cutter
• 1 x hand drill	2 x tap reseating tool
• 1 x angle grinder	• 4 x plunger
• 1 x jig saw	• 1 x gas torch(canister type)
• 1 x circular saw	• 15 x flat files
• 2 x electrical multi-tester	• 4 x round file
2 x crimping tool	• 4 x triangular file
• 4 x cross cut saw	• 4 x half round file
2 x tenon saw	• 4 x square file
4 x claw hammer	• 15 x hacksaws
8 x ball pein hammers 200g	• 2 x junior hacksaws
• 4 x club hammer	• 2 x coping saw
• 4 x rubber mallet	• 2 x step ladders
1 x carpenters mallet	• 2 x steel dividers
• 4 x set centre punches	• 4 x set plug spanners
• 4 x set steel chisels	• 2 x oil filter wrench
• 4 x set wood chisels	• 2 x bottle jacks
• 4 x set star and flat screwdrivers	• 2 x wheel spanner
4 x stanley knife	 1 x lead light
• 4 x scrapers	• 1 x steel brush
 4 x putty knife 	• 4 x automatic welding helmets
• 4 x riveting gun	 1 x Set small gas bottles with
• 4 x sash clamps	attachments
• 4 x G clamps	• 4 x tin snips
• 4 x vice grips	 1 x extension cord(10 metres)
• 4 x water pump pliers	• 2 x chalk line

4 x long nose pliers	2 x jack plane
• 4 x combination pliers	• 2 x steel rules
• 4 x side cutters	1 x digital vernier calliper
• 1 x stilson wrench	• 2 x scriber
 1 x small adjustable wrench 	• 2 x fire extinguishers
 1 x large adjustable wrench 	Consumables are not included in list

The learners will work in groups of 2 or 4.

2.4.2.4 Finances

The subject may not be offered without the necessary finances provided by the school.

- An annual budget should be available to purchase consumables for weekly practical tasks.
- Maintenance and purchasing of new tools/equipment should be added to the budget

2.4.2.5 Stock control

- The teacher is responsible for the stock and will keep the workshop and tools and equipment locked at all times when not present.
- Annual stock control is essential, a stock control book must be kept in the workshop and a summary stock sheet must be kept in the office.
- Tools and equipment must be checked daily.

2.5 Career opportunities

Learners can:

- Be employed as assistants to an artisan or semi-skilled artisan.
- Be employed and work under supervision.
- Run a small business from home.
- Be employed under the 7 % disability job clause.
- Be sub-contractors.

3 SECTION 3:

OVERVIEW OF TOPICS PER TERM AND ANNUAL TEACHING PLANS

Each week has a has a compulsory contact time of 2 to 2, 5 hours (depending on the number of vocational subjects offered at school) for the subject Maintenance.

3.1 Content overview of theoretical topics

The content is embedded in the skills and the learners should execute the skills in a simulated working environment recreated in the classroom/centre. The table below indicates the topics and content in the **Maintenance** learning programme in grade 4 and 5.

		Grade 4	Grade 5
		The learner must be able to:	The learner must be able to:
1	Occupational Health and Safety Act 85	 Identify and remove potential hazards. 	Identify and remove potential hazards.
	of 1993	• Understand the implications of exposure to	• Understand the implications of exposure to
		hazardous substances and hazards.	hazardous substances and hazards and the
			prevention of thereof.
		 Implement health and safety plans. 	 Implement health and safety plans.
		Comply with the use of protective clothing.	Identify, care and use of protective clothing.
		Observe statutory requirements.	Implement statutory requirements.
			Identify the location of fire extinguishers
			hoses and alarms.
			 Identify, care and use of fire extinguishers.
			Observe procedures for emergencies.

			Report accidents and injuries.
2	Good housekeeping practices	Observe correct use of cleaning equipment and	Practice good housekeeping routines.
		materials.	Realise the impact of poor housekeeping
			routines.
			• Practice cleanliness and care of equipment.
			Carry out correct and safe use of cleaning
		Observe safe use of cleaning equipment and	equipment and materials.
		materials.	Report faulty equipment
		Report faulty equipment	• Ensure cleanliness of workstation and self.
		Keep the workshop clean.	Check equipment and tools for safe and
			effective
			Check equipment for safe and effective
			• Set tools and equipment to specification.
			• Set tools and equipment in sequence.
			Practice good housekeeping and the impact
			of poor housekeeping.
			Observe organisational housekeeping
			policies and procedures.
			Comply with housekeeping procedures and
			policies.
			 Identify and report shortcomings in
			housekeeping practices.
			Comply with relevant safety routines.
			Ensure that workstations conform to health
		Practice relevant safety routines	and safety requirements.

3	Sketches and drawings	 Practice safe handling and use of tools and equipment. Practice cleanliness and tidiness of workshop. Identify and interpret components as per job requirements. Produce basic freehand sketches. 	 Know how to isolate and replace faulty equipment. Practice safe handling, use and care of tools and equipment. Practice cleanliness and tidiness of workshop. Store tools and equipment correctly after use. Understand the responsibilities of employees with regard to good housekeeping in the workplace. Identify and interpret components as per job requirements. Produce freehand sketches that comply with job requirements. Explain freehand sketches and materials.
4	Basic metalwork skills	 Use millimetres and metres to measure items. Identify different types of metals. Identify, care and use of basic hand tools. 	 Identify different metals and applications of the metals. Identify, care and use of basic hand tools, electric tools and equipment.
		 Observe safety rules when using hand tools and equipment. 	Observe safety rules when using hand, electrical tools and equipment.

	Mark off metals.	
	Punch large holes in metals.	Mark off metal accurately
	Demonstrates how to cut metal with a	Punch all types of holes in metal.
	hacksaw.	Demonstrates how to cut metal using a cut-
		off saw.
	File metal using cross filing methods.	File metal using the draw filing method.
	Grind metal using a small hand grinding tool.	Grind metal using an industrial grinding tool.
		Treatment of rusted metal.
	Prevent metal from rusting.	• Mark, cut and bend sheet metal.
	Cut sheet metal.	Replace a new gate.
	Repair and replace safety gates and burglar	
	bars.	
	 Identify and use of welding tools and 	Identify, use and care of welding tools and
	equipment.	equipment.
	Observe safety rules when welding	
	Use basic metalwork tools and equipment.	
		• Identify, care and use of the gas torch.
		Demonstrates use of a soldering iron
		soldering procedures.
		Demonstrates drilling procedures.
		Use a riveting gun.
		Use different methods of welding and
		connecting material.
5 Maintenance - mechanical, bicycle and	State and practice safety rules when working	
motor vehicles.	on a vehicle.	

	• Name different types of small engines (2 stroke and 4 stroke; weed eaters and lawnmowers;	
	petrol and diesel).	
	Know when and how to start machinery.	
	Identify the different types of 2 stroke and	
	ordinary oil.	
	Identify a two stroke petrol engine.	
	Mix two stroke oil and petrol.	
	• Remove and replace trimmer lines, blades and	Name the tools of sharpening blades.
	chains.	Sharpen a blade or chain with a file or
		electric tool.
		Operate a fuel or electric driven gardening
		tool.
		Replace a spark plug on a petrol gardening tool.
Maintenance of a bicycle	Name the different parts of a bicycle.	State the basic mechanical workings of a
		bicycle i.e. brakes, gears etc.
		Maintain and service a bicycle.
		Replace a chain.
		Replace bicycle brake pads.
	Use a bicycle tire pump to pump up a bicycle	Repair a bicycle tyre.
	tyre.	Change a bicycle tyre.
Maintenance of a motor vehicle	Wash, polish and vacuum a vehicle.	
	Identify the most common mechanical	Name the parts that should be replaced
	components/ parts of a vehicle.	

		 Perform basic servicing on a vehicle Gap and replace a spark plug. Replace air, petrol and oil filters. 	 when servicing a vehicle. Remove and replace defective parts. Perform basic and slightly advanced servicing of a motor vehicle.
			 Top up and, or replace brake fluid, clutch fluid, power steering fluid, battery fluid, radiator fluid and windscreen water . Troubleshoot when the engine fails to start. Replace a car battery. Charge a car battery. Change a tyre. Fix a leaking tyre. Change disc pads on a vehicle.
6	Maintenance- electrical. 6.1 Basic electrical- motor vehicles	 Carry out safety procedures when working on a vehicle. Identify the different electrical components on a motor vehicle. Change the bulbs on a vehicle. 	
	6.2 Basic electrical- home	 Name the safety rules when working with electricity. Identify the different electrical materials. Name the different bulbs. 	 Replace a car battery. Replace fuses on a vehicle. Use a multi-meter.

	 State the function of the DB board. Name the colour codes on different accessories. Name the different tools of electrical work. Name the basic equipment. Replace a three pin plug. Replace electrical fittings. Fix a broken extension lead. Name different electrical devices. Know the working system of a basic switch. Know the system on a bulb fitting. 	
		 Troubleshoot basic electrical problems. Replace different bulbs Repair household appliances. Solder and insulate wires. Replace a light fitting. Replace basic electrical switches. Assist with repairs of electrical appliances. Replace a fuse on a stove. Change defective female plug on a lead wire. Wire a bed lamp switch. Wire a bulb fitting.
7 Building and construction skills.	Apply safety regulations regarding paintwork.	

7.1 Painting, Glazing and water	 Identify and/or the different tools of paintwork. 	
proofing	 Identify and/or name the different paints. 	
	Prepare different surfaces e.g. wood,	
	aluminium, steel, brick etc.	
		 Apply primer to prepared surfaces.
		 Dilute and mix paint and varnishes.
		Stain doors and frames.
		• Apply paint, varnish with brush/ roller on all
		surfaces.
		Get a high quality finish on all surfaces.
		Handle glass.
	 Adhere to safety regulation regarding glass. 	Cut glass.
	 Use tools required when working with glass. 	Glaze a window, doors and frames.
	Measure glass and glass frames.	Apply the correct finish.
	Name different glass types.	
		Prepare the surfaces for waterproofing.
	 Know the different types and workings of 	Work with waterproofing, installing and
	waterproofing materials.	replace.
	Name the tools in waterproofing.	
7.2. Woodwork	Measure material.	
	State the safety precautions when working with	
	electrical tools.	
	Work with woodwork tools.	
	 Identify and/or name basic carpentry tools. 	
	,	

	• State the rules and safety of using tools.	
	 Identify and/or name the different types of 	
	timber framework and fittings.	• Fit a door.
	 Identify different lock types(able to fit door 	Fit a window frame.
	hinges and window fittings)	• Fit door handle and lock to a door.
		Deferm basis such as deperturbing
		Perform basic cupboard construction.
		Know the standard measurement of units
		(cupboards etc.).
		Replace cupboard fittings;
		(fit cupboard hinges; set cupboard hinges; fit
		or replace handles; use corner blocks and
		replace door runners)
		Replace cupboard sections replace and hang
		cupboard door; replace drawer front; replace
		cupboard edgings; replace a sink top)
		Perform basic assembling.
		Perform basic woodwork.
		Solve basic defects and repair breakages in
	, i i i i i i i i i i i i i i i i i i i	furniture with the use of different methods.
7.3. Bricklaying and plastering	State safety rules.	
	Identify, care and use of building tools.	
	Construct ladders and scaffoldings.	
	• Prepare the area where repair will be done.	
	Identify, care and use of the material in basic	Carry out basic bricklaying and plastering

	brick and plaster work.	techniques
	Mix concrete.	Repair basic brickwork.
	Mix mortar/ plaster mix.	Repair concrete floors.
		Repair cracks and damaged plaster work.
		Know the theory on paving.
		Use paving tools.
		Prepare the surface.
		Carry out paving techniques.
		• Perform asphalt work for potholes repairs.
7.4 Floor and wall finishes	Identify tiling tools, use and care.	
Basic tiling	State safety precautions when using tiling	
	tools.	
	Mix tile adhesive.	• Prepare different surfaces (e.g. Concrete,
	Measure tiles, floor surfaces and wall surfaces.	brick, wood)
		Replace a single tile.
		Cut tiles.
		Replace tiles using spacers.
		• Fit tile edgings.
		Apply grout and clean.
		Replace wall tiles.
		Replace tiles around corners.
Carpet laying	Identify, care and use of basic carpet laying	Prepare the floor.
	tools.	Cut carpets.
	State the safety precautions when carpet	Repair a carpet defect.
	laying.	
		<u> </u>

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	Laminating floors	 Identify and/or name the different types of carpets Know the different types of laminated floors (causes and effects). 	 Use appropriate tools. State the effects of expansion and contraction. Repair a damp/ damaged laminated floor.
8	Basic plumbing maintenance skills	 Identify, use and care of plumbing tools. State the safety precautions with regards to plumbing. Identify the water mains shut off and other pipe shut off points. Name the different types of plumbing pipes; e.g. copper, polycop, PVC, galvanized mild steel. Measure pipes lengths. Identify different types of pipes and sizes. 	 Connect PVC pipes. Connect copper pipes with gas soldered methods. Connect pipes with compression fittings. Replace a tap. Replace tap washers and reseat a tap. Demonstrates how to unblock a drain.

		 Name and be able to use tools for fixing gutters and downpipes. Identify different fittings for gutters and downpipes. 	 Unblock a toilet/ basin/ bath or shower. Connect gutters and downpipes. Fix and fit down pipes and fittings.
9	World of work	 Practice good work habits- personal presentation Practice good work habits- social presentation 	 Work with competence Have good work tolerance Practice appropriate social skills training Be orientated to the open labour market Perform personal management/ activities for daily living. Participate in the learner work experience programme (LWEP). Identify the criteria for the learner work experience programme.

3.2 OVERVIEW OF TEACHING AND LEARNING PER GRADE

Each term comprises of ten (10) weeks and a minimum of nine (9) **practical sessions** are compulsory. The sequence within the term is not compulsory and the teacher may cover the learning content and skills in any appropriate sequence. Learners spend two years inGrade 5, and therefore different activities are included for the first and second year in grade 4.

The Occupational Health and Safety (OHS) Act 85 of 1993 requires the teacher to comply with the safety regulations when issuing equipment and tools to the learners and the teacher may not leave learners unattended during Art and Crafts instructional time. A group discussion on the safety precautions that must be followed during all the instructional time is compulsory. Learners with a severe intellectual disability are not always able to make abstract judgments, and they are often not able to apply learned knowledge from one topic to the next. Impulsive behavior as well as the inability to make fast decisions can easily lead to learners finding themselves in, or being exposed to dangerous situations.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to:	
		Grade 4 1 st year.	Grade 4 1 st year
1	Occupational	Understand the subject name and field	The teacher :
	Health and Safety	 Know health and safety rules. 	Introduces the subject and subject matter
	Act 85 of 1993	Dress in protective clothing	Discusses the benefit of the subject to the learner
		Use protective clothing	Discusses the expectations of the teacher and learner
		Identify dirty areas in the workshop	Points out safety hazards
		Identify cleaning tools, e.g. broom, mop,	The learners complete the following activities:
		dustpan.	Dress in protective clothing
		• Identify/name cleaning materials, e.g.	Clean the workshop

3.2.1 Grade 4 Term 1

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to: degreaser, hand cleaner, paraffin, soap and floor cleaner	Comply with the rules of the workshop.
		Grade 4 2 nd year	Grade 4 2 nd year
		Identify and remove potential hazards.	The teacher:
		Practice safety routines.	 Discusses hazards, safety routines etc. with the learners.
		Practice relevant safety routines	Shows relevant movies, slides, magazines, books, worksheets and
		Practice safe handling and use of tools	poster to learners.
		and equipment.	The learners complete the following activities:
		Identify and remove potential hazards.	Participate in cleaning activities within the workshop and practice what
		Understand the implications of exposure	the teacher has discussed.
		to hazardous substances and hazards.	Identify defective or faulty equipment.
		Report faulty equipment.	
2	Basic metalwork	Grade 4 1 st year.	Grade 4 1 st year.
	skills.	Identify, use and care when using basic	The teacher:
		hand	Discusses and demonstrate use and care of basic hand tools
		Use millimetres and metres to measure	 Discusses the necessity of using S.I. units to measure items.
		items.	 Uses a ruler and a measuring tape to measure items, lines etc.
		Identify different types of metals	Demonstrates how to identify the different types of metals
			The learners complete the following activities:
			Identify, use and care for basic hand tools
			• Mark - off a piece of sheet metal, cut, punch holes and fabricate a box.
		Grade 4 2 nd year	Grade 4 2 nd year.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to:	The teacher:
		Identify, use and care of metalwork tools	
		Cut, shape and fabricate sheet metal.	 Discusses and demonstrate the use and care of metalwork tools
		Punch large holes in metals.	Discusses safety precautions when cutting, shaping and fabricating
			sheet metal.
			Discusses how to cut, shape and fabricate sheet metal.
			 Discusses how to punch large holes in metal.
			Demonstrates how to cut, shape and fabricate sheet metal.
			 Demonstrates how to punch holes in metals.
			The learners complete the following activities:
			Observe safety precautions when cutting, shaping and fabricating sheet
			metal and punching holes in metal.
			• Mark - off a piece of sheet metal, cut, punch holes and fabricate a box.
3	Basic metalwork	Grade 4 1 st year.	Grade 4 1 st year.
	skills	Identify basic hand tools in metalwork.	The teacher:
		Use basic equipment in metalwork	• Discusses safety precautions to be observed when using basic hand
		Care for basic hand tools	tools and equipment in metalwork.
		Demonstrates the safe use of hand tools	Demonstrates the basic hand tools and equipment to learners.
		• Produce a sketch of one tool.	• Allows the learners to hold and practice use and care of them under
			supervision.
			The learners complete the following activities:
			Choose one tool of their choice and make a rough sketch of the tool.
		\sim	Use the tool on old parts.
			 Identify basic tools and equipment in metal work.
			Identify basic tools and equipment in metal work.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to: Grade 4 2 nd year.	Grade 4 2 nd year.
		 Grade 4 2nd year. Identify and use welding tools and equipment Observe safety rules when welding. Grind metal using a small grinding tool. 	
		(Use a small hand held grinder and grind the welded metal bar.
4	Basic metalwork	Grade 4 1 st year.	Grade 4 1 st year.
	skills	Mark off metal.	The teacher:
		Cut the metal with a hacksaw.	Discusses safety precautions when marking off and cutting metal.
		• File the metal using cross filing	Demonstrates how to measure
		methods.	Demonstrates how to use a hacksaw.
			Demonstrates filing techniques.
			The learners complete the following activities:
			Measure a short length of round bar about 20 mm
			Cut the round bar
			File it square, using cross filing methods.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Repair and replace safety gates and	

		Grade 4	Term 1
	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources.
		burglar bars.	 Discusses safety precautions when repairing and replacing safety gates and burglar bars. Discusses how to repair and replace safety gates and burglar bars. Demonstrates how to repair safety gates and burglar bars. The learners complete the following activities: Observe safety precautions when repairing and replacing safety gates and burglar bars. Remove, repair and replace safety gates and burglar bars.
5	Basic metalwork	Grade 4 1 st year:	Grade 4 1 st year.
U U	skills	Mark off the work piece.	The teacher:
		 Cut the metal with a hacksaw. 	 Discusses safety precautions to be observed when marking off, cutting
		File the metal using cross filing	and filing metal.
		methods.	Discusses filing methods.
		Prevent metal from rusting	Discusses the reasons for preventing metal from rusting.
			Demonstrates how to mark off metal.
			Demonstrates how to use a hacksaw to cut metal.
			Demonstrates cross filing methods.
			Demonstrates how to prevent metal from rusting.
			The learners complete the following activities:
			Observe safety precautions when marking off, cutting and filing metal.
			• Use the project from week 4 or start a new work piece.
			File the metal using cross filing methods.
			Use primer and paint to prevent the metal from rusting.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to:	
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Complete all metalwork projects and	The teacher:
		practice welding techniques.	 Allows the learners to complete metalwork projects and practice
			welding techniques.
			Carries out enrichment programmes.
			The learners complete the following activities:
			Complete all metalwork projects.
			Practice welding techniques.
		(Participate in enrichment programmes.
6	Maintenance on	Grade 4 1 st year.	Grade 4 1 st year.
	mechanical devices	• State safety rules when working on a	The teacher:
		vehicle.	Discusses safety rules when working on a vehicle.
		Practice safety rules when working on a	• Demonstrates safety rules when starting and working on a vehicle.
		vehicle.	Demonstrates how to start and switch off vehicles and machinery.
		• Know when and how to start a vehicle	The learners complete the following activities:
		and machinery.	Practice safety rules when working on a vehicle.
			Start and switch off a vehicle and machinery.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		• Mix two stroke oil and petrol.	The teacher:
		Remove trimmer lines, blades and	Discusses safety precautions when mixing two stroke oil and petrol.
		chains.	Discusses safety precautions when removing and replacing trimmer
		Replace trimmer lines, blades and	lines, blades and chains.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to: chains.	 Demonstrates how to mix two oil and patrol
			Demonstrates how to mix two oil and petrol.
			• Demonstrates how to remove and replace trimmer lines, blades and
			chains.
			The learners complete the following activities:
			Observe safety precautions when removing and replacing trimmer lines,
			blades and chains.
			Mix two stroke oil and petrol.
			Remove and replace trimmer lines, blades and chains.
7	Maintenance on	Grade 4 1 st year.	Grade 4 1 st year.
	mechanical devices	Know the different types of small	The teacher:
		engines (2 stroke and 4 stroke; weed	Discusses the different types of small engines.
		eaters and lawnmowers; petrol and	Discusses the different types of two stroke and ordinary oils.
		diesel)	Discusses the different types of two stroke and ordinary engines.
		Identify the different types of engine oils	• Demonstrates the working and purpose of different types of small
		for a two stroke and four stroke engine	engines.
		Identify a 2 stroke petrol engine.	• Demonstrates how to identify a two stroke and a four stroke engine.
			The learners complete the following activities:
			 Identify the different types of engines.
			Identify the different types of oils.
			State the use of different types of equipment.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		• Identify and/or name the different parts	The teacher:
		of a bicycle.	Discusses safety precautions when pumping up a bicycle tyre.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to:Use a bicycle pump to pump up a	Discusses the different parts of a bicycle.
		bicycle tyre.	 Discusses the use of a bicycle tyre pump.
			 Demonstrates how to pump up a bicycle tyre.
			The learners complete the following activities:
			Identify the different parts of a bicycle.
			Use a bicycle pump to pump up a bicycle tyre.
8	Maintenance on	Grade 4 1 st year:	Grade 4 1 st year.
	mechanical devices	Wash a vehicle.	The teacher:
		Polish a vehicle.	Discusses safety precautions when washing, polishing and vacuuming
		Vacuum a vehicle.	a vehicle.
			 Discusses washing, polishing and vacuuming a vehicle.
			 Demonstrates how to wash, polish and vacuum a vehicle.
			The learners complete the following activities:
			Practice washing, polishing and vacuuming cars at school.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Perform a basic service on a vehicle.	The teacher:
			• Discusses safety precautions when performing a basic service on a
			vehicle.
			• Discusses the reasons for performing a basic service on a vehicle.
			Demonstrates how to perform a basic service on a vehicle.
			The learners complete the following activities:
			Observe safety precautions when performing a basic service on a
			vehicle.

		Grade 4	Term 1
	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to:	
			 Perform a basic service on a vehicle as per the check list.
9	Maintenance on	Grade 4 1 st year.	Grade 4 1 st year.
	mechanical devices	Identify the most common mechanical	The teacher;
		components/ parts of a vehicle.	Discusses the most common components/ parts on a vehicle.
			Identifies the most common components/parts on a vehicle.
			The learners complete the following activities:
			 Identify the most common component/ parts on a vehicle.
			Grade 4 2 nd year.
		Grade 4 2 nd year.	The teacher:
		Remove a spark plug.	Discusses safety precautions when removing and refitting a spark plug.
		Gap a spark plug.	Discusses how and why we remove, gap and replace a spark plug.
		• Fit a spark plug.	Demonstrates how to remove, gap and replace a spark plug.
			The learners complete the following activities:
			• Remove, gap and refit a spark plug. The feeler gauge will be set by the
			teacher.

Assessment: Term 1.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade	4 1 st year	Grade	4 2 nd year
2	1.	Measure 2 lengths of different metal in	1.	Punch large holes in a sheet metal.
		millimetres.	2.	Cut and bend a piece of sheet metal.
	2.	Measure a person's height in metres		
3	1.	Open a small part using a spanner.	1.	Weld two pieces of flat bars together.
	2.	Make a simple sketch of a spanner he	2.	Use an angle grinder to grind the
		has used.		welded bars flat.
4	1.	Mark off and cuts a round bar.	1.	Remove and repairs a safety gate.
	2.	Use the cross filing method to file the	2.	Replace the repaired gate.
		round bar square.		
5	1.	Mark off, cut and cross file a piece of	1.	Complete repairs and fitment of gate.
		flat bar.	2.	Practice butt welding.
	2.	Use primer and paint to prevent the		
		metal from rusting.		
6	1.	Start a vehicle using all the safety rules	1.	Mix the correct amount of two stroke oil
		learnt.		and petrol.
	2.	Start a brush cutter/ lawn mover using	2.	Replace trimmer lines on a brush
		all the safety rules learnt.		cutter.
7	1.	Identify the different types of small	1.	Identify the different parts of a bicycle.
		engines.	2.	Use a bicycle pump to pump up a
	2.	Identify the different type of oil used on		bicycle tyre.
		vehicles and mechanical devices.		
8	1.	Wash and polish car.	1.	Change the spark plugs on a vehicle.
	2.	Vacuum a car.	2.	Replace the oil and oil filter on a
				vehicle.
9	1.	Identify the engine and the gear box in	1.	Remove and gap a spark plug using a
		a vehicle.		feeler gauge.
	2.	Identify the brake parts in a vehicle.	2.	Fit a spark plug and tighten to the
				correct torque setting.
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The learner must be able to:

Theoretical assessment: Term 1.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

The learner must be able to: Grade 4 2nd year Week Grade 4 1st year 2 Identify one type of metal Identify and/or name the tool used to cut sheet metal State how you care for basic hand tools 3 State safety rules practiced when welding. Measure 3 different lines drawn on a A4 page State the purpose of safety gates and burglar 4 in millimetres. bars. State the reasons for rust proofing metals. Identify and/or name the different types of 5 welding techniques used thus far. State the reasons for using safety rules when State the reasons for mixing two stroke oil with 6 working on a vehicle or machinery. petrol when using a two stroke engine. Identify the different types of oils used in Identify the different parts of a bicycle. 7 engines. 8 Give reasons for washing, polishing and State reason for servicing a vehicle. vacuuming a vehicle. 9 State the reason for an engine in a vehicle. State the reason for gapping a spark plug.

3.2.2 Grade 4 1st and 2nd year Term 2

		Grade 4	Term 2
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
1	Cood housekeening	The learner must be able to;	Crade 4.45t year
	Good housekeeping	Grade 4 1 st year.	Grade 4 1 st year.
	practices	Practice safe handling of tools and	The teacher:
		equipment.	 Discusses how to practice safe handling of tools and equipment.
		Practice use of tools and equipment.	 Discusses use and care of tools and equipment.
		Practice care of tools.	 Demonstrates handling, care and use of tools and equipment.
			The learners complete the following activities:
			• Use basic tools, the drill press and bench grinder while observing all
		(safety rules.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Practice relevant safety routines.	The teacher :
			Discusses relevant safety routines.
			Demonstrates safety routines.
			The learners complete the following activities:
			• State and observe safety rules and regulations in the workshop as per
			the OSH Act.
2	Maintenance –	Grade 4 1 st year.	Grade 4 1 st year.
	electrical.	Carry out safety procedures when	The teacher:
		working on a vehicle.	Discusses safety precautions when working on a vehicle.
		• Identify the different electrical	Discusses the different electrical components on a motor vehicle.
		components on a motor vehicle.	 Demonstrates safety procedures when working on a vehicle.

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Grade 4			Term 2
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to;	The learners complete the following tasks:
			Disconnect a battery while working on a vehicle.
			 Identify the battery, starter, alternator, fuse box and globes in a vehicle.
			• Identity the battery, staner, alternator, ruse box and globes in a vehicle.
			Grade 4 2 nd year.
		Grade 4 2 nd year.	
		Change bulbs on a vehicle.	The teacher:
			 Discusses the different types of bulbs on a vehicle.
			 Demonstrates how to change bulbs on a vehicle.
			The learners complete the following activities:
		(Identify burnt out bulbs and remove the cover in order to remove the
			bulb.
3	Maintenance –	Grade 4 1 st year.	Grade 4 1 st year.
	electrical.	Identify safety rules when working with	The teacher:
		electricity.	Discusses safety rules when working with electricity.
		• Identify the different electrical materials.	Discusses the different types of electrical materials.
		Identify the different bulbs.	Discusses the different types of bulbs.
			The learners complete the following activities:
			State safety rules when working with electricity.
			 Identify different types of wires, fuses and connectors.
			 Identify the different types of bulbs used in a motor vehicle.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		State the function of a DB board	The teacher:
			 Discusses the function of a DB board.
		Know the working system of a basic	

		Grade 4	Term 2
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to; switch	Discusses the working system of a basic switch.
			 Demonstrates how a basic switch works.
			The learners complete the following activities:
			 Identify and state the function of the DB board.
			Know how a basic switch operates and wire a basic switch.
4	Maintenance –	Grade 4 1 st year.	Grade 4 1 st year.
	electrical.	Identify and/or name the colour codes	The teacher:
		on different accessories.	Discusses the colour codes on different accessories.
		Identify and/or name the different tools	Discusses the different tools of electrical work.
		of electrical work.	 Demonstrates how to use and care for different electrical tools.
			The learners complete the following activities:
			State the colour codes when wiring electrical appliances.
			 Identify and be able to use the basic electrical tools.
		Grade 4 2 nd year	Grade 4 2 nd year.
		Replace electrical fittings.	The teacher:
		• Fix a broken extension lead.	Discusses electrical fittings.
			Discusses how to fix a broken extension lead.
			Demonstrates how to replace electrical fittings.
			Demonstrates how to fix a broken extension.
			The learners complete the following activities:
			Replace electrical fittings.
			Test and repair a broken electrical lead.

		Grade 4	Term 2
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
5	Maintenance –	The learner must be able to; Grade 4 1 st year.	Grade 4 1 st year.
0	electrical.	 Identify and/or name the basic electrical 	The teacher:
		equipment	Discusses basic electrical equipment.
		 Replace a three pin plug. 	 Discusses how to replace a three pin plug.
			Demonstrates how to use basic electrical equipment.
			Demonstrates how to replace a three pin plug.
			The learners complete the following activities:
			 Identify and name basic electrical equipment.
			Rewire and replace a 3 pin plug.
		Grade 4 2 nd year	Grade 4 2 nd year.
		Identify and/or name different electrical	The teacher:
		devices.	Discusses different electrical devices.
		Know about connection blocks.	Discusses connection blocks.
		• Know the system on bulb fittings.	 Discusses the system on bulb fittings.
			 Demonstrates how to use connection blocks.
			Identify/name different electrical devices.
			 Demonstrates how to wire a bulb fitting.
			The learners complete the following activities:
			 Identify and/or name different electrical devices at home.
			 Identify and be able to use a connection block.
			• Understand how a bulb fitting works and be able to wire a bulb fitting.
6	Basic plumbing	Grade 4 1 st year.	Grade 4 1 st year.

		Grade 4	Term 2
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
	maintenance skills.	The learner must be able to;	The teacher:
	maintenance skins.	Identify, use and care for plumbing	
		tools.	 Discusses care, use and care of plumbing tools.
		State the safety precautions with	 Discusses safety precautions with regards to plumbing.
		regards to plumbing.	 Demonstrates how to use basic plumbing tools.
			The learners complete the following activities:
			 Identify, use and care for basic plumbing tools
			Take necessary safety precautions when carrying out plumbing repairs.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Identify, care and use of the tools for	The teacher:
		fixing a blocked drain.	 Discusses care and use of tools used for fixing drains.
			 Demonstrates how to use tools for fixing drains.
			The learner completes the following tasks:
			 Identify, use and care for tools that are used to fix a blocked drain.
7	Basic plumbing	Grade 4 1 st year.	Grade 4 1 st year.
	maintenance skills.	• Identify water mains shut off and other	The teacher:
		pipe shut off points.	• Discusses how to identify water mains shut off and other pipe shut off
			points.
			• Demonstrates how to shut off water mains and other pipe shut off
			points.
			The learners complete the following activities:
			 Identify and shut off the water mains tap as well as be able to shut off
			other shut off points.
		Grade 4	Term 2
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Week	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner must be able to;	Grade 4 2 nd year.
		Grade 4 2 nd year.	The teacher:
		• State the methods of unblocking a drain.	Discusses the methods of unblocking a drain.
			Demonstrates how to unblock a drain.
			The learners complete the following tasks:
			• State the methods of unblocking a drain and use the appropriate tools
			to unblock a drain.
8	Basic plumbing	Grade 4 1 st year.	Grade 4 1 st year.
	maintenance skills.	Identify and/or name the different types	The teacher:
		of plumbing pipes: e.g. Copper, polycop,	 Discusses the different types of plumbing pipes.
		PVC, galvanised mild steel	The learners complete the following activities:
			Identify the different types of plumbing pipes that are mounted on a
			display board.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		• Identify, use and care of tools for fixing	The teacher:
		gutters and downpipes.	• Discusses use and care of tools used to fix gutters and downpipes.
			The learners complete the following activities:
			• Identify, use and care for the different types of tools that are used to fix
			gutters and downpipes.
			Take all necessary safety precautions.
9	Basic plumbing	Grade 4 1 st year.	Grade 4 1 st year.
	maintenance skills.	Measure pipe lengths.	The teacher:

		Grade 4	Term 2	
Week	Торіс	Content	Teaching tips, techniques, activities and resources.	
		The learner must be able to;		
		Identify different types of pipes and	 Discusses how to measure pipe lengths. 	
		sizes.	 Discusses how to identify sizes and types of pipes. 	
			 Demonstrates how to measure pipes. 	
			The learners complete the following activities:	
			 Demonstrates how to measure pipes. The learners complete the following activities: Use a measuring tape to measure pipes in millimetres, centimetres and metres. Identify the different pipes of feed and drainage pipes as well identify the different sizes of pipes. 	
			metres.	
			Identify the different pipes of feed and drainage pipes as well identify	
			the different sizes of pipes.	
		Grade 4 2 nd year.	Grade 4 2 nd year.	
		• Identify different fittings for gutters and	The teacher :	
		downpipes.	 Discusses the different fittings for gutters and downpipes. 	
			The learners complete the following activities:	
		C	 Identify and fit the different fittings for gutters and downpipes. 	

Practical Assessments: Term 2.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

2 1. Disconnect a negative terminal on the battery. 1. Remove the covers bulbs. 2. Point out at least 5 electrical components. 2. Change the different safety rules when working with electricity. 2. Change the different vehicle. 3 1. Practice the different safety rules when working with electricity. 1. Identify the positive, neutral wires on a DB term vehicle. 4 1. Identify the different tops of bulbs. 2. Connect up a basic sw 4 1. Identify the different tools in electrical work. 2. Fix a broken extension 5 1. Identify and a use soldering iron. 2. Fix a faulty bulb fitting. 6 1. Use and care of basic plumbing tools. 1. Use and care for unblocking drains. 7 1. Shut off the water mains. 1. Remove the excess w or or manhole. 7 1. Identify supply water pipes. 1. Identify, care and use repair gutters. 8 1. Identify supply water pipes. 1. Identify, care and use downpipes. 9 1. Measure pipe lengths in millimetres, centimetres and metres. 1. Identify different gutter 2. Identify different types of pipes and measure and identify different pipe sizes. 1. Identify different downpipes.	
2. Point out at least 5 electrical components. 2. Change the different vehicle. 3 1. Practice the different safety rules when working with electricity. 1. Identify the positive, neutral wires on a DB t 4 1. Identify the different types of bulbs. 2. Connect up a basic sw 4 1. Identify the different colour codes on electrical equipment. 2. Fix a broken extension 2. Use the different tools in electrical work. 1. Use a connection block 5 1. Identify and a use soldering iron. 2. Fix a faulty bulb fitting. 6 1. Use and care of basic plumbing tools. 1. Use and care for unblocking drains. 7 1. Shut off the water mains. 1. Remove the excess we or manhole. 8 1. Identify supply water pipes. 1. Identify, care and use repair gutters. 8 1. Identify waste water pipes. 1. Identify, care and use repair gutters. 9 1. Measure pipe lengths in millimetres, centimetres and metres. 1. Identify different types of pipes and measure and identify different pipe	of the different
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8 1. Identify supply water pipes. 1. Identify, care and user repair gutters. 2. Identify waste water pipes. 1. Identify, care and user repair gutters. 2. Identify waste water pipes. 2. Identify, care and user downpipes. 9 1. Measure pipe lengths in millimetres, centimetres and metres. 1. Identify different gutter 2. Identify different types of pipes and measure and identify different pipe 1. Identify different downpipes.	
 8 Identify supply water pipes. Identify, care and user repair gutters. Identify, care and user repair gutters. Identify, care and user downpipes. 9 Measure pipe lengths in millimetres, centimetres and metres. Identify different types of pipes and measure and identify different pipe 	ng tool to clear a
 2. Identify waste water pipes. 9 1. Measure pipe lengths in millimetres, centimetres and metres. 2. Identify different types of pipes and measure and identify different pipe 	
 9 1. Measure pipe lengths in millimetres, centimetres and metres. 2. Identify different gutter 2. Identify different types of pipes and measure and identify different pipe 	the tools used to
9 1. Measure pipe lengths in millimetres, centimetres and metres. 1. Identify different gutter 2. Identify different types of pipes and measure and identify different pipe 2. Identify different pipe	
9 1. Measure pipe lengths in millimetres, centimetres and metres. 1. Identify different gutter 2. Identify different types of pipes and measure and identify different pipe 2. Identify different pipe	e tools for fixing
centimetres and metres.2. Identify different downp2. Identify different types of pipes and measure and identify different pipe2.	
2. Identify different types of pipes and measure and identify different pipe	r fittings.
measure and identify different pipe	pipe fittings.
sizes.	

Theoretical assessment: Term 2.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

The learner must be able to:

Week	Grade 4 1 st year	Grade 4 2 nd year.
2	State the two most important safety precautions	State the reasons for changing bulbs on a
	when working on the electrical system of a	vehicle.
	vehicle.	
3	State the reasons for observing safety rules	State the function of a DB board.
	when working on electricity.	
4	Identify the different colour codes in wiring.	Draw a simple light circuit diagram.
5	Draw and label a simple diagram of a 3 pin	Identify three electrical devices.
	plug.	
6	State basic safety precautions when carrying	Identify the two main tools used in unblocking
	our plumbing repairs.	drains.
7	Draw a simple sketch of a water cycle.	State 3 main reasons as to why drains get
		blocked.
8	Identify the common water supply pipes used.	State the reasons for using angles when
		installing gutters.
9	Use a measuring tape.	Identify the different types of materials used for
		gutters and downpipes.

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3.2.3 Grade 4: 1st and 2nd year: Term 3.

	Grade 4 Term 3				
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources.		
1	Good housekeeping practices.	 Grade 4 1st year. Practice cleanliness and tidiness of workshop. Observe correct use of cleaning equipment and materials. Grade 4 2nd year. Observe statutory requirements. Keep the workshop clean. 	 Grade 4 1st year. The teacher: Discusses cleanliness and tidiness of a workshop. Discusses the correct use of cleaning equipment and materials. Demonstrates how to clean and keep a workshop tidy. Demonstrates the correct use of cleaning equipment and materials. The learners complete the following activities: Practice cleanliness of the workshop by sweeping, washing and setting the workshop. Learners are divided into different groups to achieve this. Grade 4 2nd year. The teacher: Discusses the OSH Act with the learners. Discusses how to keep the workshop clean. Demonstrates cleaning procedures in the workshop. 		
2	Building and	Grade 4 1 st year.	Grade 4 1 st year.		

Grade 4 Term 3					
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources.		
	construction skills:	Apply safety regulations regarding	The teacher:		
	Painting, Glazing	paintwork.	 Discusses safety regulations with regards to paintwork. 		
	and water proofing.	Identify, use and care for different tools	 Discusses the different tools of paintwork. 		
		of paintwork.	The learners complete the following activities:		
			Use protective clothing when painting and set up ladders for painting.		
		Grade 4 2 nd year.	Grade 4 2 nd year.		
		• Know the different types and workings	The teacher:		
		of water proofing materials.	 Discusses the different types of water proofing materials. 		
			 Discusses the workings of water proofing materials. 		
			 Demonstrates how to apply water proofing materials. 		
			The learner complete the following activities:		
			• Identify the different types of waterproofing materials and how to		
			apply them.		
3	Building and	Grade 4 1 st year.	Grade 4 1 st year.		
	construction skills:	Identify the different types of paints and	The teacher:		
	Painting, Glazing	how to clean brushes and paint	Discusses how to identify different types of paints and how to clean		
	and water proofing.	spillages.	up spillages and paint brushes.		
			 Demonstrates how to clean up paint brushes and paint spillages. 		
			The learner complete the following activities:		
			 Identify oil based and water based paints. 		
			• Use different solvents or water to clean paint brushes and paint		

	Grade 4 Term 3			
Week	Veek Topic Content The learner must be able to: The learner		Teaching tips, techniques, activities and resources.	
		 Grade 4 2nd year. Identify, use and care of the tools in waterproofing. 	 spillages. Grade 4 2nd year. The teacher: Discusses care and use of water proofing tools. Demonstrates how to clean water proofing tools. The learner complete the following activities: Identify, use and care for the tools used in waterproofing. Understand drying times of water proofing materials and wash tools immediately after use. 	
4	Building and	Grade 4 1 st year.	Grade 4 1 st year.	
	construction skills: Painting, Glazing and water proofing.	 Prepare different surfaces e.g. wood, aluminium, steel, brick. Grade 4 2nd year. 	 The teacher: Discusses how to prepare different surfaces for painting. Demonstrates how to prepare different surfaces for painting. The learners complete the following activities: Prepare surfaces before painting. (The learner is able to understand that preparation determines the quality of the finished job.) Grade 4 2nd year. 	
		 Identify, care and use of tools when working with glass. 	 The teacher: Discusses how to care and use tolls used to cut glass. Demonstrates how to care for glass cutters. The learner complete the following activities: 	

Grade 4 Term 3				
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources.	
			Identify, care and use glass cutting tools.	
			Carry out all safety precautions when working with glass.	
5	Building and	Grade 4 1 st year.	Grade 4 1 st year.	
	construction skills:	Adhere to safety regulations regarding	The teacher:	
	Painting, Glazing	glass.	Discusses safety regulations regarding glass.	
	and water proofing.		The learners complete the following activities:	
			 State safety regulations when working with glass 	
			Observe the safety regulations.	
		Grade 4 2 nd year.	Grade 4 2 nd year.	
		Measure glass and glass frame.	The teacher:	
		Identify different glass types.	Discusses how to measure glass and glass frames.	
			Discusses the different types of glass.	
			Demonstrates how to measure frame rebate and glass.	
			The learner complete the following tasks:	
			Use a measuring tape to measure glass frames and to measure	
			glass for cutting.	
			• State the 3 main types of glass used in households.	
;	Building and	Grade 4 1 st year	Grade 4 1 st year.	
	construction skills:	Measure and mark off materials.	The teacher:	
	Woodwork		Discusses how to measure and mark off materials.	
			Demonstrates how to measure and mark off materials.	
			The learner complete the following activities:	

Grade 4 Term 3				
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources.	
			Use a measuring tape to measure and mark off wood.	
		Grade 4 2 nd year	Grade 4 2 nd year.	
		State and practice safety precautions	The teacher:	
		when working with electrical tools.	Discusses safety precautions when working with electrical tools,	
			 Demonstrates how to use and care for electrical tools. 	
			The learner complete the following activities:	
			 Start and switch off electrical appliances. 	
			Use safety equipment and apparel when working with electrical	
			tools.	
7	Building and	Grade 4 1 st year.	Grade 4 1 st year.	
	construction skills:	• State the rules and practice safety when	The teacher:	
	Woodwork.	using tools.	• Discusses rules and safety practices when using basic woodwork	
			tools.	
			 Demonstrates how to use woodwork tools safely. 	
			The learner completes the following tasks:	
			State safety rules when using basic woodwork tools.	
			Carry out safety practices when using basic tools.	
		Grade 4 2 nd year.	Grade 4 2 nd year.	
		• Identify the different types of timber	The teacher:	
		framework and fittings.	Discusses the different types of timber framework and fittings.	
			The learners complete the following activities:	

		Term 3			
Week Topic Content The learner must be able to: The learner must be able to:			Teaching tips, techniques, activities and resources.		
			Identify the door and window frames and the fittings that go with it.		
3	Building a	and Grade 4 1 st year.	Grade 4 1 st year.		
	construction ski	• Work with woodwork tools.	The teacher:		
	Woodwork.		Discusses how to work with woodwork tools.		
			Demonstrates how to work safely and care for woodwork tools.		
			The learners complete the following activities:		
			 Use and care for basic woodwork tools. 		
Grade 4 2 nd year.		Grade 4 2 nd year.	Grade 4 2 nd year.		
Identify different lock types(able to fit T		Identify different lock types(able to fit	The teacher:		
		door locks)	Discusses the different door lock types.		
			The learners complete the following activities:		
			 Identify and fit different types of door locks. 		
			Use wood chisels to prepare the door for fitment of locks.		
)	Building a	and Grade 4 1 st year.	Grade 4 1 st year.		
	construction ski	Identify, care and use of basic carpentry	The teacher:		
	Woodwork.	tools.	Discusses care and use of basic carpentry tools.		
			Demonstrates how to use basic carpentry tools.		
			The learner completes the following tasks:		
			• Identify, care and use basic carpentry tools to carry out basic		
			woodwork procedures.		
			• Use a jack plane, different types of saws and sash clamps to carry		
			out basic woodwork procedures.		

	Grade 4 Term 3				
Week	ek Topic Content The learner must be able to:		Teaching tips, techniques, activities and resources.		
		Grade 4 2 nd year.	Grade 4 2 nd year.		
		Identify different lock types(able to fit			
		hinges and window fittings)	Discusses the different lock types.		
			 Demonstrates how to fit hinges. 		
			 Demonstrates how to fit door locks. 		
			The learners complete the following activities:		
			 Fit windows and doors. 		
			Fit door hinges and window fittings.		

Practical assessments: Term 3.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade 4 1 st year.		Grade	4 2 nd year
2	1.	Use different types of safety	1.	Cut and use fibre glass membrane for
		equipment.		waterproofing roofs.
	2.	Set up and use a ladder.	2.	Use water proofing paint on fibre
				glass membrane.
3	1.	Identify water based and oil based	1.	Use and care for scrapers and wire
		paints.		brushes.
	2.	Clean paint and roller brushes after	2.	Use and care for paint and roller
		use.		brushes.
4	1.	Scrape a wall and sandpaper different	1.	Care and use for a glass cutter.
		surfaces.	2.	Care and use for a putty knife and
	2.	Fill cracks on walls and sand down.		scraper.
5	1.	Remove broken glass using safety	1.	Use a measuring tape to measure
		equipment.		accurately.
	2.	Handle glass using safety equipment.	2.	Identify the different types of glass i.e.
				plated glass, frosted glass and
				window panes.
6	1.	Use a measuring tape to measure	1.	Switch an electric tool on and off.
		timber.	2.	Use tools without injury to the learner
	2.	Use marking off equipment to mark		by observing all safety rules.
		off wood.		
7	1.	Use and safety precaution when	1.	Identify different doors (inside and outside
		using a claw hammer.		doors) and windows.
	2.	Use safety equipment when doing	2.	Identify and fit different types of door
		woodwork.		handles.
8	1.	Care and use of a sash clamp.	1.	Drill and chisel out wood in door for
	2.	Care and use the woodwork bench		fitment of a door lock.
		vice.	2.	Fit a door lock and handles.
9	1.	Use and care for a jack plane.	1.	Replace door hinges.
	2.	Use and care of wood chisels.	2.	Replace window hinges and locking
				mechanisms.
	-			

Theoretical assessment: Term 3.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 4 1 st year	Grade 4 2 nd year
2	State the main safety regulation when	State the purpose of water proofing roofs.
	painting.	
3	Differentiate between oil and water based	State the purpose of preparing a surface for
	paint.	water proofing.
4	State the main reason for preparing surfaces	State the purpose of a glass cutter.
	for painting.	
5	State safety regulations when working with	Identify the 3 different types of glass used
	glass.	when glazing.
6	State why we measure and mark off	State the safety rules observed when using
	materials.	electric tools.
7	State the rules when using basic hand tools.	State the main differences between externa
		doors and internal doors.
8	State the purpose of a sash clamp.	State the purpose of door locks.
9	State the purpose of wood chisels.	State how you would repair a loose doo
		hinge.

3.2.4 Grade 4: 1st and 2nd year - Term 4.

		Grade 4	Term 4
Week	Торіс	Content	Teaching tips, techniques, Activities and resource.
		The learner must be able to:	
1	Good housekeeping	Grade 4: 1 st year.	Grade 4 1 st year.
	practices.	Keep the workshop clean.	The teacher:
			 Discusses cleanliness of the workshop.
			Demonstrates how to clean a workshop.
			The learners complete the following activities:
			Sweep, wash and reset the workshop.
			Carry out good housekeeping practices.
		Grade 4: 2 nd year.	Grade 4 2 nd year.
		Practice relevant safety routines.	The teacher:
			Discusses how to practice relevant safety routines.
			Demonstrates how to practice safety routines.
			The learners complete the following activities:
			Follow a fire drill and evacuation procedures.
2	Building and	Grade 4: 1 st year.	Grade 4 1 st year.
	construction skills:	State safety rules.	The teacher:
	Bricklaying and	 Identify, care and use of building tools. 	Discusses safety rules.
	plastering.		Discusses care and use of building tools.
			Demonstrates care and use of building tools.
			The learners complete the following activities:

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		Grade 4	Term 4
Week	Торіс	Content	Teaching tips, techniques, Activities and resource.
		The learner must be able to:	State and practices safety rules in the workshop.
			 Identify, care and use building tools.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Identify the material used in basic brick	The teacher:
		and plaster work.	• Discusses how to identify materials used in basic brick and plaster
			work.
			 Demonstrates the basic materials used in brick and plaster work.
			The learners complete the following activities:
		(State/identify the materials used in basic brick and plaster work.
3	Building and	Grade 4 1 st year.	Grade 4 1 st year.
	construction skills:	Construct ladders safely.	The teacher:
	Bricklaying and plastering.		Discusses how to construct ladders safely.
			Demonstrates how to construct ladders safely.
			The learner complete the following activities:
			Construct a ladder safely.
			Use a safety harness while on the ladder.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		• Mix concrete.	The teacher:
			Discusses how to mix concrete.
		\sim	Demonstrates how to mix concrete.
			The learners complete the following activities:

Grade 4			Grade 4	Term 4
Week	Торіс		Content	Teaching tips, techniques, Activities and resource.
			The learner must be able to:	 Make a dry mix concrete and then a wet mix concrete. (The learner will
				not use cement for the mix, the learner will use lime).
4	Duilding	and	Grade 4 1 st year.	Grade 4 1 st year.
4	Building	and		
	construction		Construct scaffoldings	The teacher:
	Bricklaying	and		Discusses how to construct scaffoldings.
	plastering.			Demonstrates how to construct scaffoldings.
				The learner complete the following activities:
				Construct and dismantle a basic scaffold.
			Grade 4 2 nd year.	Grade 4 2 nd year.
			Mix mortar.	The teacher:
				Discusses how to mix mortar.
				Demonstrates how to mix mortar.
				The learners complete the following activities:
				• Make a dry mix of mortar and then a wet mix of mortar. (The learner will
				not use cement for the mix, the learner will use lime).
5	Building	and	Grade 4 1 st year.	Grade 4 1 st year.
	construction	skills:	• Prepare the area where repair will be	The teacher:
	Bricklaying	and	done.	• Discusses how to prepare the area where repair will be done.
	plastering.			• Demonstrates how to prepare the area where repairs will be done.
				The learner complete the following activities:
				 Prepares the area where building repairs is to take place.

Grade 4			Term 4
Week	Торіс	Content	Teaching tips, techniques, Activities and resource.
		The learner must be able to:	
			Grade 4 2 nd year.
			The teacher:
			Discusses how to mix plaster.
		Grade 4 2 nd year.	Demonstrates how to mix plaster.
		Mix plaster	The learners complete the following activities:
			• Make a dry plaster mix and then a wet plaster mix. (The learner will not
			use cement for the mix, the learner will use lime.)
6	Building and	Grade 4 1 st year	Grade 41st year.
	construction skills:	Identify, care and use of tiling tools.	The teacher:
	Floor and wall		Discusses care and use of tiling tools.
	finishes - tiling		Demonstrates how to use tiling tools.
			The learners complete the following activities:
			• Identify, cares and uses basic tiling tools. i.e. Tile cutter, pinchers,
			spacers, try square and level.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Mix tile adhesive.	The teacher:
			Discusses how to mix tile adhesive.
			Demonstrates how to mix tile adhesive.
			The learners complete the following tasks:
			• Mix the required amount of tile adhesive to the correct consistencies for
			use.

		Grade 4	Term 4
Week	Торіс	Content	Teaching tips, techniques, Activities and resource.
7	Duilding and	The learner must be able to:	
7	Building and	Grade 4 1 st year.	Grade 4 1 st year.
	construction skills:	State safety precautions when using	The teacher:
	Floor and wall	tiling tools.	 Discusses safety precautions when using tiling tools.
	finishes - tiling		 Demonstrates safety precautions when using tiling tools.
			The learner complete the following activities:
			Follow safety precautions when using a tile cutter
			 Follow safety precautions when using a angle grinder,
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Measure tiles, floor surfaces and wall	The teacher:
		surfaces.	 Discusses how to measure tiles, floor surfaces and wall surfaces.
			Demonstrates how to measure tiles, floor surfaces and wall surfaces.
			The learners complete the following activities:
			• Measure floor and wall space and calculate the amount of tiles required.
8	Building and	Grade 4 1 st year.	Grade 4 1 st year.
	construction skills:	• Identify, care and use of basic carpet	The teacher:
	Floor and wall	laying tools.	 Discusses care and use of basic carpet laying tools.
	finishes - Carpet		 Demonstrates care and use of carpet laying tools.
	laying		The learners complete the following activities:
			 Identify, care and use basic carpet laying tools.
		Grade 4 2 nd year.	Grade 4 2 nd year.
		Name the different types of carpets.	The teacher:

		Grade 4	Term 4
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, Activities and resource.
			Discusses the different types of carpets and under felt.
			Discusses how to lay carpet tiles.
			Demonstrates how to lay carpet tiles.
			The learners complete the following activities:
			 Identify the different types of carpets and under felt
			Lay carpet tiles.
9	Building and	Grade 4 1 st year.	Grade 4 1 st year.
	construction skills:	State the safety precautions when	The teacher:
	Floor and wall	carpet laying.	 Discusses safety precautions when carpet laying.
	finishes - Carpet		Demonstrates safe carpet laying.
	laying		 Demonstrates how to use a Stanley knife safely.
			The learners complete the following activities:
			State safety precautions, especially when using a Stanley knife when
			laying carpet.
			Lay a carpet safely.
	Building and	Grade 4 2 nd year.	Grade 4 2 nd year.
	construction skills:	• Know the different types of laminated	The teacher:
	Floor and wall	floors.	Discusses the different types of laminate floor.
	finishes -		Demonstrates basic laying of laminate strips.
	Laminating floors		The learners complete the following activities:
			State and identify the different types of laminated floors.
			Carry out basic laying of laminate strips.

Practical assessment: Term 4.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade	4 1 st year	Grade	4 2 nd year.
2	1.	Use a spirit level.	1.	Identify bricks and blocks.
	2.	Use the different types of trowels.	2.	Identify different types of sand, stone
				and cement.
3	1.	Inspect a ladder for safety and repair	1.	Make a dry concrete mix.
		where possible.	2.	Make a wet concrete mix.
	2.	Construct ladders safely.		
4	1.	Erect scaffolding.	1.	Make a dry mortar mix.
	2.	Dismantle scaffolding.	2.	Make a wet mortar mix.
5	1.	Chip and prepare a wall or floor for	1.	Make a dry plaster mix.
		tiling.	2.	Make a wet plaster mix.
	2.	Apply Keycote and other bonding		
		liquids to walls.		
6	1.	Use a tile cutter.	1.	Mix tile adhesive.
	2.	Use a pincher to nibble tiles.	2.	Apply tile adhesive.
7	1.	Use goggles when using a hand held	1.	Measure tiles for cutting.
		grinder to cut tiles.	2.	Measure floor and wall surfaces.
	2.	Use goggles when chipping walls.		
8	1.	Use a carpet fitter's bolster and a	1.	Fit the different types of under felt.
		carpet stretcher.	2.	Fit the different types of carpets.
	2.	Use a measuring tape and a Stanley		
		knife.		
9	1.	Use a Stanley knife safely.	1.	Prepare a floor for fitting laminat
	2.	Fit the nail gripper strip on the floor.		strips.
			2.	Lay the laminate strips.

Theoretical Assessment: Term 4.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 4 1 st year.	Grade 4 2 nd year.
2	State one use of a spirit level.	Name the basic material used for concrete
		work, brickwork and plastering.
3	State 3 safety rules when using a ladder.	Know the materials used in concrete work and
		state the steps when mixing concrete.
4	State the basic safety steps when erecting	Know the materials used in a mortar mix and
	scaffoldings.	state the steps when mixing mortar.
5	State the reasons for preparing a surface	Know the materials used for a plaster mix and
	before tiling.	state the steps when making a plaster mix.
6	Identify the basic tiling tools and state the use	State the reason for using tile adhesive when
	thereof.	fixing tiles.
7	State the safety rules when using tiling tools.	Name the different types and grades of tiles.
8	Identify basic carpet laying tools.	Name the different types of carpets.
9	State the safety rules when carpet laying.	State the basic steps when laying laminated
		floors.

3.2.5 Grade 5: 1st, 2nd and 3rd year - Term 1.

Grade 5			Term 1	
Week	Торіс	Content	Teaching tips, techniques, activities and resources	
1	Health and safety.	The learner must be able to:Grade 5 1st year:	Grade 5 1 st year:	
	Health and Safety.	 Identify and remove potential hazards. Understand the implications of exposure to hazardous substances and hazards and prevention thereof. Implement health and safety plans 	 Grade 5 1st year: The teacher: Discusses health and safety issues with regards to hazardous substances. Discusses health and safety plans. The learners complete the following activities: Remove all potential hazards from the workshop. Practice safety in the workshop. 	
	World of work Grade 5 2 nd year		 Sweep, clean and wash the workshop. Reset the workshop and tool room. Grade 5 2nd year: 	
		 Identify the criteria for the learner work experience programme (LWEP). Participate in the learner work experience programme. 	 The teacher: Inform the learners of the student work experience programme (LWEP) and the criteria for placement in LWEP. The learners complete the following activities: State if they want to be in LWEP. State the advantages of being in LWEP. State the criteria for placement in LWEP. Discuss the LWEP. 	
	Good	Grade 5 3 rd year.	Grade 5 3 rd year.	
		Practice cleanliness and tidiness of the	The teacher:	
	housekeeping	workshop.	Discusses the reason for good housekeeping.	

		Grade 5	Term 1		
Week	Торіс	Content	Teaching tips, techniques, activities and resources		
	practices.	The learner must be able to: Store tools and equipment correctly	Discusses good housekeeping practices.		
	•	after use.	The learners complete the following activities:		
		Understand the responsibilities of			
			Clean, wash and reset workshop and tool room.		
		housekeeping in the workplace.			
2	Basic metalwork	Grade 5 1 st year.	Grade 5 1 st year.		
	skills	Identify different metals and applications	The teacher:		
		of the metal.	 Discusses the different types of metals and their uses. 		
		 Identify, care and use of basic hand, 	• Discusses care and safety precautions when using basic hand tools,		
		electric tools and equipment.	electric tools and equipment.		
		• Observe safety rules when using hand	The learners complete the following activities:		
		tools, electrical tools and equipment.	 Identify/name different metals and Discusses their use. 		
			 Identify/name basic hand tools, electric tools and equipment. 		
			 State safety precautions when using these tools. 		
		Grade 5 2 nd year.	Grade 5 2 nd year:		
		Grind metal using an industrial grinding	The teacher:		
		tool.	• Introduces the grinding tool and Discusses safety precautions when		
			using an industrial grinding tool.		
			Discusses the reason for grinding metal.		
			 Demonstrates how to grind metal using an industrial grinding tool. 		
			The learners complete the following activities:		
			 Discuss safety when using an industrial grinding tool. 		
			 Discuss the reason for grinding metal. 		

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
		The learner must be able to.	Operate an industrial grinding tool, switching it on and off.
			Use an industrial grinding tool to grind metal, using necessary safety
			precautions.
		Grade 5 3 rd year.	Grade 5 3 rd year:
		• Identify, care and use of welding tools	The teacher:
		and equipment.	 Introduces welding tools and equipment.
		• Identify, care and use of a gas torch.	 Discusses the reason for using welding tools and equipment.
			 Demonstrates operation of welding equipment.
			Demonstrates operation of gas welding equipment.
		(The learners complete the following activities.
			Identify/name welding equipment.
			Demonstrates/state safety precautions when using welding equipment.
			State/name how one would care for welding equipment.
			Light up a gas torch.
			Switch off gas torch.
			Clean gas nozzle.
3	Basic metalwork	Grade 5 1 st year.	Grade 5 1 st year.
	skills	Mark off metal accurately.	The teacher:
		Punch all types of holes in metals.	Demonstrates use of a measuring tape.
		Identify and interpret components as per	Demonstrates how to mark off metal accurately.
		job requirements.	Demonstrates the punching of holes in metal.
			• Discusses how to read a simple drawing, identify and interpret
			components in the drawing.

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			The learners complete the following activities:
			Use a measuring tape to measure metal.
			Mark off metal accurately.
			Punch holes in metal.
			 Identify/name components in a simple drawing.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Treat rusted metal.	The teacher:
			Discusses why metal rust and precautions that must be taken when
			working with rusted metal.
			 Discusses and Demonstrates how to stop metal from rusting.
			 Discusses and Demonstrates how to treat rusted metal.
			The learners complete the following activities:
			State/name precautions to take when working with rusted metal.
			Demonstrates how to treat rusted metal.
			State/show how to prevent metal from rusting.
		Grade 5 3 rd year.	Grade 5 3 rd year
		Demonstrates use of soldering iron and	The teacher:
		soldering process.	Discusses the different methods of soldering (gas and electric).
			Discusses the purpose of soldering.
			Safety precaution when soldering.
			Demonstrates gas soldering.
			Demonstrates electric soldering with soldering wire.
			The learners complete the following activities:

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			 State/name the two methods of soldering.
			 State the safety precautions taken when soldering.
			Solder two pieces of wire using the electric welding method.
4	Basic metalwork	Grade 5 1 st year.	Grade 5 1 st year.
	skills	• Demonstrates how to cut metal using a	The teacher:
		cut off saw.	Discusses the reason for using a cut off saw.
			 Discusses safety precautions observed when using a cut off saw.
			 Demonstrates how to use a cut off saw on a straight cut.
			Demonstrates how to cut metal at an angle using the cut off saw.
			The learners complete the following activities:
			State the reason for using a cut off saw.
			• State/ name the safety precautions that must be observed when using a
			cut off saw.
			• Cut a piece of small scrap metal using the cut off saw (straight cut).
			Cut metal at an angle using the cut off saw.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		• Mark, cut and bend sheet metal.	The teacher:
			Discusses the use of sheet metal in metalwork.
			 Discusses safety precautions when using sheet metal.
			 Demonstrates how to mark off a piece of sheet metal.
			Demonstrates how to cut sheet metal
		\sim	Demonstrates how to bend sheet metal.
			The learners complete the following activities:

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			State/name safety precautions when working with sheet metal.
			Mark off a piece of sheet metal.
			Cut the piece of sheet metal.
			Bend the sheet metal.
			Make a metal box out of sheet metal.
			Grade 5 3 rd year.
		Grade 5 3 rd year.	The teacher:
		Demonstrates drilling processes.	 Discusses safety precautions when drilling and riveting.
		Use a riveting gun.	Demonstrates how to use a hand drill.
			Demonstrates how to use a drill press.
			Demonstrates how to fit and remove a drill bit.
			Demonstrates how to use a riveting gun.
			Demonstrates how to match a drill bit to a rivet.
			The learners complete the following activities:
			• State the safety precautions to be observed when drilling and riveting.
			Use a hand drill.
			Use a drill press.
			• Fit and remove a drill bit to a hand drill or a drill
			Use a riveting gun.
			• Join two pieces of off cut metal using a riveting gun.
5	Basic metalwork	Grade 5 1 st year.	Grade 5 1 st year.
	skills	• File metal using the draw filing method.	The teacher:
			Discusses the two methods of filing.

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			Explain the reason for draw filing metal.
			Discusses the different types of files.
			 Discusses safety precautions when filing.
			Demonstrates the draw filing method.
			The learners complete the following activities:
			 State the safety precautions observed when filing.
			State the reason for draw filing.
			 Identify/name the different types of files.
			Use the draw filing method to file a flat piece of metal.
		(Clean a hand file.
			Grade 5 2 nd year.
		Grade 5 2 nd year.	The teacher:
		Replace a new gate.	 Discusses safety precautions when installing a new gate.
			 Discusses measurement and installation of a new gate.
			 Discusses methods of installing a new gate.
			 Discusses how to drill holes using a masonry drill bit.
			 Demonstrates how to mark out fitment holes in wall.
			 Demonstrates how to mount the gate onto wall using rawl bolts.
			 Demonstrates how to mount locking mechanism onto wall.
			The learners complete the following activities:
			• State/name the safety precautions when installing a new gate.
		NY	Measure gate size to match doorway.
			Drill a hole in wall or floor using a masonry drill bit.

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opic	Content The learner must be able to:	Teaching tips, techniques, activities and resources
		State method of fitting gate.
		Measure gate and door width.
		State reason for lining up locking mechanism.
	Grade 5 3 rd year.	Grade 5 3 rd year.
	• Use different method of to weld and	The teacher:
	connect metal.	 Discusses safety precautions when welding.
		 Discusses safety equipment used when welding.
		 Discusses the different methods of welding, soldering, riveting and
		bolting or screwing metal together.
		Demonstrates arc and gas welding.
		The learners complete the following activities:
		State the different methods of welding, soldering and riveting.
		State the safety precautions used when welding.
		 State/name the safety equipment used when welding.
		Use an inverter welding machine and strikes an arc and runs a 20 mm
		bead of weld.
laintenance -	Grade 5 1 st year	Grade 5 1 st year.
nechanical, bicycle	Name the tools to sharpen grass cutters	The teacher:
nd motor vehicles	and lawnmowers blades.	Discusses safety precautions when removing and sharpening blades on
	Sharpen a blade or chain with a file or	a lawn mower or grass cutting machine.
	electric tool.	Name the tools used to sharpen lawn mower and grass cutting machine
		blades.
ı	echanical, bicycle	 Use different method of to weld and connect metal. aintenance - echanical, bicycle ad motor vehicles Grade 5 1st year Name the tools to sharpen grass cutters and lawnmowers blades. Sharpen a blade or chain with a file or

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
		The learner must be able to: Grade 5 2 nd year. • Replace bicycle brake pads.	 Demonstrates how to remove the blades of the lawn mower and grass cutting machine. Demonstrates how to secure the blades in a bench vice. Demonstrates how to sharpen the blade using a rotary tool with a grinding wheel or a metal file. Demonstrates how balance the blade after sharpening it. Demonstrates how to fit the blade back into the machine. The learners complete the following activities: State the safety precautions when sharpening lawn mower and grass cutters blade. Remove the blade off the lawn mower or grass cutting machine. Secure the blade in a bench vice. Sharpen the blade using a metal file. Check the blade for balance and file if necessary. Fit and secure the blade back onto the lawn mower or grass cutting machine. Grade 5 2nd year. The teacher: Discusses the different types of braking system used on bicycles. Discusses when one would replace bicycle brake pads. Demonstrates how to remove and refit bicycle brake pads.
			The learners complete the following activities:

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		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			Identify the brake pads on a bicycle.
			State when one would replace brake pads on a bicycle.
			Remove and refit the brake pads on a bicycle.
			Adjust the brake pad on a bicycle.
			Adjust the brake cable.
			Grade 5 3 rd year.
		Grade 5 3 rd year.	The teacher:
		• Top up and/or replace engine oil,	Discusses the reasons for topping and/or replacing, engine oil, gearbox,
		gearbox oil, diff oil, brake fluid, clutch	diff oil, brake fluid, clutch fluid, power steering fluid, battery fluid,
		fluid, power steering fluid, battery fluid,	radiator fluid and windscreen water.
		radiator fluid and windscreen water.	Explain the reason for topping up fluid at different levels.
			• Explain the consequences of filling fluid in the wrong reservoirs or filler
			port.
			Demonstrates how to drain fluids and how to top up fluids.
			The learners completes the following activities:
			Point out where the different fluids are filled.
			• Point out the different fluid levels and indicates where the level should
			be.
			Demonstrate how to check the different fluid levels.
			Demonstrate how to top up or lower the fluid level.
			Demonstrate how to drain fluid and oils.
7	Maintenance -	Grade 5 1 st year.	Grade 5 1 st year.
	mechanical, bicycle	Operate a fuel or electric driven	The teacher:

	Grade 5	Term 1
Week Topic	Content The learner must be able to:	Teaching tips, techniques, activities and resources
and motor veh	The learner must be able to: icles. gardening equipment. • Replace a spark plug on petrol gardening equipment. gardening equipment. • Replace for a spark plug on petrol gardening equipment. • Grade 5 2 nd year. • Repair a puncture on a bicycle tyre. • Change a bicycle tyre.	 Discusses the different types of fuel and electric driven gardening equipment. Discusses the safety precautions to be observed when operating gardening equipment. Discusses the safety apparel to be used when operating gardening equipment. Demonstrates how to start and switch off the different types of gardening equipment. Demonstrates how to harness or hold the gardening equipment. Demonstrates how to remove, gap and replace a spark plug on petrol engine gardening equipment. The learners complete the following activities: Identify/name the different types of gardening equipment. State the safety precautions that are observed when operating gardening equipment. State the safety apparel that is used when operating gardening equipment. State/name the safety apparel that is used when operating gardening equipment. State and switch off gardening equipment. Grade 5 2nd year. The teacher: Discusses the five main causes of punctures.

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
		The learner must be able to.	Demonstrates how to repair a puncture.
			 Demonstrates how to check for air leaks on a tyre and tyre valve.
			• Discusses the reasons for changing a tyre.
			• Demonstrates how to remove a tyre from a rim.
			Demonstrates how to fit a tyre onto a rim.
			Demonstrates how to inflate a tyre.
			The learners complete the following activities:
			 Name the different causes of bicycle tyre punctures.
			Repair a tyre puncture.
			 Inflate the tyre to correct pressure using a bicycle pump.
			Check for air leaks in the tyre and valve.
			Remove a tyre from the rim. Refits a tyre onto the rim.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Charge a car battery.	The teacher:
			Discusses the reasons for a battery being discharged.
			Discusses how and why we charge a battery.
			Discusses safety precautions when charging a battery.
			Demonstrates pre-checks when charging a battery.
			Demonstrates how to use a battery charger.
			Demonstrates how to charge a battery.
			The learners complete the following activities:
			• States/ names safety precautions to be taken when charging a battery.
			Carry out pre-checks before charging the battery.

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			Set up a battery charger.
			Charge the battery.
8	Maintenance -	Grade 5 1 st year.	Grade 5 1 st year.
	mechanical, bicycle	• State the basic workings of a bicycle i.e.	The teacher:
	and motor vehicles.	brakes, gears etc.	Discusses the workings of the brake system, gear system, drive
		Maintain and service a bicycle.	system, chain sets and bearing and wheels.
			 Discusses the need to maintain and service a bicycle.
			 Demonstrates basic maintenance and service of a bicycle.
			The learners complete the following activities:
		(Identify/name the different working of a bicycle.
			State the need to maintain and service a bicycle.
			Carry out basic maintenance and service on a bicycle.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Name the parts that should be replaced	The teacher:
		when servicing a vehicle.	Discusses the reason for servicing a vehicle.
			Discusses a minor and major service.
			Name the parts that should be replaced when servicing a vehicle.
			The learners complete the following activities:
			State the reason for servicing a vehicle.
			State the reasons for a minor and major service.
			 Identify parts to be replaced in a minor service.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Change a tyre.	The teacher:

		Grade 5	Term 1
Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
		Fix a leaking tyre.	Discusses safety precautions when changing a tire and fixing leaking
			tyres.
			• Discusses how to jack up a vehicle and remove and refit a tyre.
			• Demonstrates how to jack up a vehicle and fit axle stands.
			• Demonstrates how to remove, and refit a tyre and tighten the wheel
			nuts.
			Demonstrates how to fix a leaking tyre.
			Demonstrates how to inflate the tyre and check for leaks.
			The learners complete the following activities:
			• State the safety precautions to be taken when changing a tyre and
			fixing a leaking tyre.
			Jack up a vehicle.
			Fit axle stands.
			Remove and refit a tyre.
			Tighten the wheel nuts.
			• Fix a leaking tyre.
			Inflate the tyre to the correct pressure and check for leaks.
9	Maintenance -	Grade 5 1 st year.	Grade 5 1 st year
	mechanical, bicycle	Replace a chain on a bicycle.	The teacher:
	and motor vehicles.		Discusses the reasons for replacing a chain.
			Discusses the purpose of the master link on a chain.
			Demonstrates how to remove and fit a new chain.
			Demonstrates the setting of correct chain length.
		Grade 5	Term 1
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Week	Торіс	Content The learner must be able to:	Teaching tips, techniques, activities and resources
			The learners complete the following activities:
			State the reasons for replacing a chain.
			State the reason for a master link on a chain.
			Remove chain.
			Fit new chain.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Remove and replace defective parts on	The teacher:
		a motor vehicle.	Discusses the reasons for servicing a vehicle and removing and
		• Perform basic and slightly advanced	replacing parts.
		servicing in a motor vehicle.	Demonstrates how to remove and replace defective parts.
			Demonstrates how to carry out a minor service and parts of a major
			service.
			The learners complete the following activities:
			• State the reasons to carry out a service on a vehicle and replacing
			defective parts.
			Remove and replaces defective parts.
			Carry out an engine oil change on a vehicle or an engine.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Change disc pads on a vehicle.	The teacher:
			 Discusses the reasons for changing disc pads on a vehicle.
		N V	• Discusses safety precautions to be taken when changing disc pads on
			a vehicle.

		Grade 5	Term 1
Week	Торіс	Content	Teaching tips, techniques, activities and resources
		The learner must be able to:	
			 Demonstrates how to remove disc pads on a vehicle.
			 Demonstrates how to replace disc pads on a vehicle.
			• Demonstrates, if necessary, how to bleed the brakes on the vehicle.
			The learners complete the following activities:
			 State the reasons for replacing disc pads on a vehicle.
			• State the safety precautions to be taken when changing disc pads on a
			vehicle.
			Remove disc pads on a vehicle.
			Replace disc pads on a vehicle.
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Practical assessment: Term 1.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade	5 1 st year	Grade	5 2 nd year	Grade	5 3 rd year
2	1.	Use a hand drill.	1.	Switch an industrial	1.	Connect up an
	2.	Use a hand held		angle grinder on and		inverter welding
		angle grinder.		off.		machine.
			2.	Use and industrial	2.	Light up a gas torch
				angle grinder.		with a welding flame.
3.	1. Mar	k off a piece of metal.	1.	Sand down rusted	1.	Connect up a
	2. Pun	ch one hole in a sheet		metal		soldering iron.
	metal.		2.	Primer the sanded	2.	Use a soldering iron
				down metal.		to solder two wires.
4	1.	Cut a straight piece of	1.	Cut a small piece of	1.	Use a hand drill.
		metal using a cut off		sheet metal	2.	Use a riveting gun.
		saw.	2.	Bend the piece of sheet		
	2.	Cut an angled piece		metal.		
		of metal using a cut				
		off saw.				
5	1.	File a piece of metal	1.	Drill a hole using a	1.	Strike an arc with a
		using draw filing		masonry drill bit.		welding rod.
		methods.	2.	Measure gate size to	2.	Run a 20 mm bead of
	2.	Clean the metal hand		match doorway.		weld.
		file.				
6	1.	Remove and refit a	1.	Remove a bicycle	1.	Check radiator fluid
		lawn mower blade.		brake pad.		and engine oil levels.
	2.	Sharpen a lawn	2.	Replace a bicycle	2.	Drain and fill engine
		mower blade.		brake pad.		oil.
7	1.	Start and switch off	1.	Remove a bicycle from	1.	Check electrolyte
		gardening equipment.		the rim.		level.
	2.	Remove, gap and	2.	Replace bicycle onto	2.	Charge a battery.
		replace a spark plug.		the rim.		
8	1.	Clean a bicycle chain.	1.	Identify parts for	1.	Jack up a vehicle.
	2.	Lubricate linkages on		replacement.	2.	Remove and refit a
		a bicycle.	2.	State when a minor		car tyre.

		service should be	
		done.	
9	1. Remove bicycle chain.	1. Remove and replace	1. Remove car disc pad.
	2. Fit new bicycle chain.	one defective part.	2. Replace car disc pad.
		2. Replace oil filter.	

Theoretical assessment: Term 1.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 5 1 st year	Grade 5 2 nd year.	Grade 5 with different 3rd
			year.
2	State two different use s of	Name the equipment used	Name the equipment used to
	mild steel.	protect the eye when using an	protect the eye when arc
		angle grinder.	welding.
3	Name the unit of	Give one reason why metal	State the two methods of
	measurement in a measuring	rust.	soldering.
	tape.		
4	Give one reason for using a	State one use of sheet metal.	State one precaution you
	cut off saw.		would take when drilling.
5	State one reason for draw	State one method of installing a	State the two methods of
	filing.	new gate.	welding.
6	Name one tool used to	State the purpose of brake	State one reason why engine
	sharpen lawn mower blades.	pads on a bicycle.	oil must be at the correct
			levels.
7	State what happens if a spark	Name one cause one a tyre	State the purpose of a battery
	plug is not gapped or	puncture.	charger.
	replaced.		
8	State why a service is done on	State why a service is done on	State the purpose of an axle
	a bicycle.	a motor vehicle.	stand.
9	State one reason for replacing	State one reason for replacing	State one reason for replacing
	a bicycle chain.	defective parts.	disc pads on a vehicle.

3.2.6 Grade 5: 1st, 2nd and 3rd year - Term 2.

		Grade 5	Term 2
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
1	Health and safety	The learner must be able to:Grade 5 1st year.	Grade 5 1 st year.
		 Identify, care and use of protective clothing. Implement statutory requirements. Identify the location of fire extinguishers, hose and alarms. Identify, care and use of fire 	 The teacher: Discusses the different types of protective clothing and safety apparel. Discusses statutory requirements in a workshop. Discusses: types, location, care and use of fire extinguishers. Demonstrates the use of a fire extinguisher.
		extinguishers.	 State the different protective clothing and safety apparel used. Identify, care and use of fire extinguishers.
	Good	Grade 5 2 nd year.	Grade 5 2 nd year.
	housekeeping.	 Report faulty equipment Ensure cleanliness of workshop and self. Check tools and equipment for safety and effectiveness. Set tools and equipment in sequence in tool room. 	 The teacher: Discusses checking of tools and equipment for safety and effectiveness. Discusses reporting of faulty equipment and tools. Discusses cleanliness of workshop and self. Discusses good housekeeping of tools and equipment. The learners complete the following activities: Check for safety and effectiveness of tools and equipment. Report faulty tools and equipment. Clean up workshop.
	World of work.	Grade 5 3 rd year.	 Clean and set up tools and equipment. Grade 5 3rd year.

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		Grade 5	Term 2
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
		Work with competence	The teacher:
		Have good work tolerances.	Discusses ways to be a competent worker.
			 Discusses ways to have good work tolerance.
			The learners complete the following activities:
			Understand how to be a competent worker.
			Learn good work tolerance.
2.	Maintenance –	Grade 5 1 st year.	Grade 5 1 st year.
	basic electrical.	Replace a car battery.	The teacher:
	motor vehicle.		 Discusses the reasons for replacing a car battery.
	Basic electrical-		 Discusses the checks involved before replacing a car battery.
	Home		• Discusses the different types of battery and fitment of appropriate
			battery.
			Demonstrates how to remove and replace a car battery.
			The learners complete the following activities:
			• State the reason for replacing a car battery.
			Carry out tests on battery before replacing the battery.
			Replace the correct type of car battery.
			Remove and replace the car battery.
	Basic electrical-	Grade 5 2 nd year.	Grade 5 2 nd year.
	Home.	Repair household appliances.	The teacher:
			• Discusses the different types of household appliances that can be
		n V	repaired.
			• Discusses simple repairs that can be done with no test equipment.

		Grade 5	Term 2
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
Week	Topic	Content.	 Teaching tips, techniques, activities and resources. Discusses how to repair household appliances with a multi-meter. Discusses safety precautions when repairing household equipment. Demonstrates how to repair household appliances without test equipment. Demonstrates how to repair household appliances with a multi- meter. The learners complete the following activities: Name the different types of household appliances that can be repaired. State the safety precautions that must be observed when repairing household appliances. Carry out a repair on a household appliance without test equipment. Carry out a repair on a household appliance with a multi- meter. Grade 5 3rd year. The teacher: Discusses the safety precautions when working with a stove.
		Replace a fuse on a stove.	

\A/a a la	Taula	Grade 5	Term 2
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
			Use a multi-meter to test for a defective fuse on a stove.
			Remove and replace a defective fuse on a stove.
3	Maintenance –	Grade 5 1 st year.	Grade 5 1 st year.
	basic electrical.	Replace fuses on a vehicle.	The teacher:
	motor vehicle.		Discusses safety precautions when working on the electrical system of
			a vehicle.
			• Discusses the purpose of a fuse in a vehicle.
			 Discusses the different types of fuses and amperage.
			Discusses testing procedures of a fuse.
			Demonstrates how to test for a defective fuse.
			Demonstrates how to remove and replace a fuse.
			The learners complete the following activities:
			• State the safety precautions to be observed when working on the
			electric system on a vehicle.
			State the purpose of a fuse.
			Test for a defective fuse.
			Remove and replace a defective fuse.
		Grade 5 2 nd year	Grade 5 2 nd year.
		Solder and insulate wires.	The teacher:
			Discusses safety precautions to be observed when soldering wires.
			Discusses how to use an electric soldering iron.
		n V	Discusses the reasons for soldering wires.
			Discusses the two types of soldering wires.

	-		Grade 5	Term 2
Week	Торіс		Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
	Basic	electrical-		 Discusses the reasons for insulating wires and types of insulation used.
	Home.			• Demonstrates how to insulate and solder a wire using an electric
				soldering iron.
				The learner completes the following activities.
				• State/ name safety precautions that are observed when soldering wires.
				State the reason for soldering wires.
				State the reasons for insulating wires.
				Connect up an electric soldering iron.
				 Solder a wire using an electric soldering iron.
				Insulate a wire.
			Grade 5 3 rd year.	Grade 5 3 rd year.
			• Change defective plug on a extension	The teacher:
			cord	Discusses safety precautions observed when changing a plug on an
				extension cord.
				 Discusses how to test for a defective plug on an extension cord.
				Discusses the colour codes on the wires.
				 Demonstrates how to test for a defective plug.
				• Demonstrates how to change a defective plug on an extension cord.
				The learners complete the following activities:
				State the safety precautions to be observed when changing a defective
				plug on an extension cord.
			\sim	 State/name the different colour wire and where they fit on a plug.
				Test for a defective plug.

		Grade 5	Term 2
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
			Change a defective plug on an extension cord.
4	Maintenance –	Grade 5 1 st year.	Grade 5 1 st year.
	basic electrical.	• Use a multi meter.	The teacher:
	- Home	• Trouble- shoot basic electrical faults.	• Discusses safety precaution when using a multi-meter and trouble shooting for electrical faults.
			 Discusses how to use a multi-meter.
			Discusses trouble shooting for electrical faults.
			 Demonstrates how to use a multi- meter.
			Demonstrates fault finding of basic electrical faults.
			The learners complete the following activities:
			• State safety precautions to observe when using a multi-meter and
			trouble shooting for basic electrical faults.
			State the purpose of a multi-meter.
			Operate a multi-meter.
			Use a multi-meter to test for basic electric faults.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Replace a light fitting.	The teacher:
			Discusses safety precautions observed when replacing a light fitting.
			Discusses the different types of light fittings.
			Discusses the reasons for replacing a light fitting.
			• Demonstrates how to shut off power when removing a light fitting.
			Demonstrates how to remove a light fitting.
			Demonstrates how to replace a light fitting.

		Grade 5	Term 2
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.
			The learners complete the following activities:
			• State safety precautions to be observed when replacing a light fitting.
			State/name the different types of light fittings.
			Shuts off power source to the light fitting.
			Remove a light fitting.
			Replace a light fitting.
			Reconnects the power supply to the light fitting.
			Test the light fitting.
			Grade 5 3 rd year.
		Grade 5 3 rd year.	The teacher:
		Wire a bed lamp switch.	Discusses safety precautions when wiring a bed side lamp switch.
			Discusses the wiring of a simple bed lamp switch.
			Demonstrates how to strip a bed lamp switch.
			Demonstrates how to wire a bed lamp switch.
			• Demonstrates how to re assemble a bed lamp switch.
			Demonstrates how to test a bed lamp switch.
			The learners complete the following activities:
			• State safety precautions observed when wiring a bed lamp switch.
			Identify a simple bed lamp switch.
			Strips a simple bed lamp switch.
			Wire a simple bed lamp switch.
			Re-assembles a simple bed lamp switch.
			Test the simple bed lamp switch.

		Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
5	Maintenance –	Grade 5 1 st year.	Grade 5 1 st year.		
	basic electrical.	Replace different bulbs.	The teacher:		
	Home.		 Discusses safety precautions when replacing different bulbs. 		
			Discusses the different Bulb types.		
			Discusses the different bulb wattage.		
			Discusses energy saving bulbs.		
			Demonstrates how to remove a bulb.		
			Demonstrates how to refit a bulb.		
			• Demonstrates how to remove and replace a lamp shade (to reach a		
			bulb).		
			Demonstrates how to remove a broken bulb.		
			The learners complete the following activities:		
			State safety precautions observed when replacing different bulbs.		
			Name/state different bulb types.		
			Name/state the different wattage of bulbs.		
			 State the different types/names of energy saving bulbs. 		
			Remove a bulb.		
			Replace a bulb.		
			Remove and replace a lamp shade.		
			Remove a broken bulb.		
		Grade 5 2 nd year.	Grade 5 2 nd year.		
		Replace basic electrical switches.	The teacher:		
		Assist with repairs of appliances.	• Discusses safety precautions when replacing basic electric switches		

		Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			and repairing appliances.		
			Discusses how to replace a light switch.		
			Demonstrates how to replace a light switch.		
			Discusses how to replace a one way Switch.		
			Demonstrates how to replace a one way switch.		
			Discusses how to assist with repairs of electric appliances.		
			• Demonstrates how to assist with repairs with electric appliances.		
			The learners complete the following activities:		
			State safety precautions that are observed when replacing basic		
			electrical switches and assisting with repairs on electrical appliances.		
			Replace a light switch.		
			Replace a one way switch.		
			Assist with repairs of electrical appliances.		
		Grade 5 3 rd year.	Grade 5 3 rd year.		
		Wire a bulb fitting.	The teacher:		
			Discusses safety precautions when wiring a bulb fitting.		
			Discusses how to wire a bulb fitting.		
			Demonstrates how to wire a bulb fitting.		
			Discusses how to wire a fluorescent light fitting.		
			Demonstrates how to wire a fluorescent light fitting.		
			The learners complete the following activities:		
			• State the safety precautions when wiring a bulb fitting.		
			Wire a bulb fitting.		

	Grade 5 Term 2				
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			Wire a fluorescent light fitting.		
6	Basic plumbing	Grade 5 1 st year.	Grade 5 1 st year.		
	maintenance skills	Connect PVC pipes.	The teacher:		
			Safety precautions when connecting PVC pipes.		
			Discusses the purpose of PVC pipes.		
			 Discusses how to measure PVC pipes. 		
			Discusses how to cut PVC pipes.		
			 Discusses how to connect PVC pipes using compression fittings. 		
			Discusses how to check for and repair water leaks after connecting		
			PVC pipes.		
			Discusses the use of thread tape when connecting PVC pipes.		
			 Demonstrates how to measure and cut PVC pipes. 		
			Demonstrates how to connect PVC pipes.		
			• Demonstrates how to check and repair water leaks after connecting		
			PVC pipes.		
			The learner completes the following activities.		
			State safety precautions observed when connecting PVC pipes.		
			Measure and cut PVC pipes.		
			Connect PVC pipes.		
			Check and repair water leaks after connecting PVC pipes.		
		Grade 5 2 nd year.	Grade 5 2 nd year.		
		Replace a tap.	The teacher:		
			Discusses safety precautions when replacing a tap.		

	Grade 5 Term 2				
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			 Discusses how to shut off water supply to the tap. 		
			Discusses how to replace a tap.		
			 Demonstrates how to shut off water to the tap. 		
			Demonstrates how to replace a tap.		
			The learner completes the following activities.		
			• State the safety precautions to be observed when replacing a tap.		
			Shut off water supply to the tap to be replaced.		
			Replace a tap.		
		Grade 5 3 rd year.	Grade 5 3 rd year.		
		Unblock a toilet .	The teacher:		
			Discusses safety and health precautions when unblocking a toilet.		
			Discusses the tools used to unblock a toilet.		
			Discusses how to unblock a toilet using different tools.		
			• Discusses the use of a plunger and a WC auger to unblock a toilet.		
			Demonstrates the use of a WC auger.		
			Demonstrates how to unblock a toilet.		
			The learner completes the following activities.		
			• State the safety and health precautions when unblocking a toilet.		
			Name/identify the different types of tools used in unblocking a toilet.		
			Demonstrate the use of a WC auger.		
			Demonstrate how to unblock a toilet.		
7	Basic plumbing	Grade 5 1 st year.	Grade 5 1 st year.		
	maintenance skills	Connect pipes with compression fittings.	The teacher:		
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		Grade 5	Term 2		
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.		
		The learner must be able to: Grade 5 2 nd year. • Demonstrates how to unblock a drain.	 Discusses safety precautions when connecting pipes with compression fittings. Discusses how to measure and cut PVC pipes. Discusses the principles of compression fittings. Discusses methods of using thread tape to prevent water leaks. Demonstrates how to measure and cut PVC pipes. Demonstrates how to measure and cut copper pipes. Demonstrates how to connect pipes a with compression fittings. The learners complete the following activities: State safety precautions to be observed when connecting pipes with compression fittings. Measure and cut PVC pipes. Measure and cut copper pipes. Connect pipes with a compression fitting. Grade 5 2nd year . The teacher: Discusses the tools used to unblocking drains. Discusses the tools used to unblock a drain. 		
			 Discusses how to locate a blockage. Discusses how to clean out the hopper and drainpipe. Discusses how to unblock a yard gully. Discusses how to unblock a soil pipe. 		
			Discusses the rodding of a drainpipe.		

		Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			Demonstrates how to locate a blockage.		
			 Demonstrates how to clean out the hopper. 		
			 Demonstrates how to unblock a yard gulley. 		
			 Demonstrates how to unblock a soil pipe. 		
			Demonstrates the rodding of a drainpipe.		
			The learners complete the following activities:		
			• State the safety precautions taken when unblocking a drain.		
			 Name/identify the tools used to unblock a drain. 		
			Unblock a blockage.		
			Clean out the hopper.		
			Unblock a yard gulley.		
			Unblock a soil pipe.		
			Carry out the rodding of a drainpipe.		
		Grade 5 3 rd year.	Grade 5 3 rd year.		
		Connect gutters.	The teacher:		
			 Discusses safety precautions when connecting gutters. 		
			Discusses roof drainage.		
			Discusses types of guttering.		
			Discusses guttering material.		
			Discusses how to install guttering.		
			Demonstrates how to measure and cut guttering material.		
			Demonstrates how to install guttering.		
			The learners complete the following activities:		

	-	Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			 State the safety precautions to be observed when connecting gutters. 		
			 State/identify the different types of guttering. 		
			Measure and cut guttering material.		
			Install guttering.		
8	Basic plumbing	Grade 5 1 st year.	Grade 5 1 st year.		
	maintenance skills	Connect copper pipes with gas soldered	The teacher:		
		methods.	• Discusses safety precautions when connecting copper pipes with gas		
			soldered methods.		
			Discusses capillary fittings.		
		(Discusses how to operate gas soldering equipment. 		
			• Discusses how to connect copper `pipes with gas soldered methods.		
			Discusses how to check for leaks after gas soldering copper pipes.		
			 Demonstrates how to operate gas soldering equipment. 		
			• Demonstrates how to connect copper pipes using gas soldering		
			methods.		
			 Demonstrates how to check for leaks after gas soldering. 		
			The learners complete the following activities:		
			• State safety precautions to be observed when connecting copper pipes		
			using gas soldered methods.		
			Operate gas soldering equipment.		
			Connect pipes using gas soldering equipment.		
			Check for leaks after gas soldering copper pipes.		

		Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
		Grade 5 2 nd year.	Grade 5 2 nd year.		
		Unblock a basin.	The teacher:		
			 Discusses safety precautions when unblocking a basin. 		
			Discusses what causes blockage of drains.		
			Discusses the tools used when unblocking a basin.		
			Discusses the different methods of unblocking a basin.		
			 Demonstrates how to unblock a basin using a plunger. 		
			 Demonstrates how to unblock a drain using industrial solvents. 		
			 Demonstrates how to unblock a drain by using hot water. 		
			Demonstrates how to unblock the basin by removing and cleaning the		
			water trap.		
			The learners complete the following activities:		
			Discusses safety precautions observed when unblocking drains.		
			State/ name the causes of blocked basins.		
			Name/state the tools used for unblocking basins.		
			Unblock a basin using hot water.		
			Unblock a drain using industrial solvents.		
			Unblock a drain using a plunger.		
		Grade 5 3 rd year.	Grade 5 3 rd year.		
		Connect downpipes.	The teacher:		
		, j	Discusses safety precautions when connecting downpipes.		
			Discusses and to set up a ladder safely.		
			Discusses how to measure and cut downpipes.		

		Grade 5	Term 2		
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.		
		The learner must be able to:	Discusses how to connect a downpipe to the gutter.		
			 Discusses the different components of the downpipes. 		
			 Discusses the different ways of fixing a downpipe. 		
			 Discusses how to fit a downpipe into a gully. 		
			Demonstrates how to set up a ladder safely.		
			 Demonstrates how to measure and cut up a downpipe. 		
			 Demonstrates how to connect a downpipe to the gutter. 		
			• Demonstrates how to drill holes in the wall and fit plugs to fix downpipe		
			to wall.		
			The learners complete the following activities:		
			State safety precautions observed when connecting downpipes.		
			Set up a ladder to connect downpipe.		
			Measure and cut up a downpipe.		
			Connect a downpipe to the gutter.		
			Connect the downpipe and fix to wall.		
9	Basic plumbing	Grade 5 1 st year.	Grade 5 1 st year.		
	maintenance skills	Replace tap washer.	The teacher:		
		Reseat a tap.	Discusses safety precautions when replacing a tap washer and		
			reseating a tap.		
			Discusses how to turn off water supply to the tap.		
			• Discusses reasons for replacing tap washer and reseating tap seat.		
			 Discusses the different types and sizes of tap washers. 		
			Discusses how to replace a tap washer.		
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		Grade 5	Term 2		
Week	Торіс	Content. The learner must be able to:	Teaching tips, techniques, activities and resources.		
			Discusses how to reseat a tap seat.		
			 Demonstrates how to shut off water supply to the tap. 		
			Demonstrates how to replac a tap washer.		
			Demonstrates how to reseat a tap seat.		
			The learners complete the following activities:		
			• State safety precautions observed when replacing a tap washer and		
			reseating a tap seat.		
			Turn off the water supply to the tap.		
			Replace a tap washer.		
			Reseat a tap seat.		
		Grade 5 2 nd year.	Grade 5 2 nd year.		
		Unblock a bath or shower.	The teacher:		
			Discusses safety precautions when unblocking a bath or shower.		
			Discusses reasons why a bath or shower gets blocked.		
			• Discusses the different methods of unblocking a bath or shower.		
			Demonstrates how to clean a bath or shower draining outlet.		
			• Demonstrates how to use an industrial solvent to unblock a bath or		
			shower.		
			• Demonstrates how to use a plunger to unblock a bath or shower.		
			The learners complete the following activities:		
			• State the safety precautions observed when unblocking a bath or		
			shower.		
			• State the reasons as to why a bath or shower gets blocked.		

		Grade 5	Term 2		
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.		
		The learner must be able to:	Clean the bath or shower drain outlet.		
			Use an industrial solvent to unblock a bath or shower.		
			Use a plunger to unblock a bath or shower.		
			Grade 5 3 rd year.		
		Grade 5 3 rd year.	The teacher:		
		• Fix and fit downpipes and fittings.	 Discusses safety precautions when fixing and fitting downpipes. 		
			Discusses the different parts and fitment of a downpipe.		
			 Discusses the pipe clips to fix a downpipe in place. 		
			Discusses the reasons for a downpipe shoe.		
			Demonstrates how to fit a downpipe to the guttering system.		
			Demonstrates how to connect pipe clips.		
			Demonstrates how to drill holes and install wall plugs.		
			Demonstrates how to connect a shoe to a downpipe.		
			The learners complete the following activities:		
			• State safety precautions observed when connecting up a downpipe.		
			Drills holes and fit wall plugs.		
			Connect a pipe clip.		
			Connect the down pipe to the guttering system.		
			Connect a shoe to the downpipe.		

Practical assessment: Term 2.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade 5 1 st year		Grade	5 2 nd year	Grade	Grade 5 3 rd year	
2	1.	Test a battery.	1.	Repair household	1.	Test for a defective	
	2.	Replace a battery.		appliances without		fuse in a stove.	
				using a multi-meter.	2.	Remove and replace	
			2.	Repair household		a fuse in a stove.	
				appliances using a			
				multi-meter.			
3	1.	Test for a defective	1.	Solder a wire.	1.	Test for a defective	
		fuse in a vehicle.	2.	Insulate a wire.		plug.	
	2.	Replace a defective			2.	Replace a defective	
		fuse in a vehicle.				plug.	
4	1.	Operate a multi-	1.	Test a light fitting.	1.	Wire a bed lamp	
		meter.	2.	Replace a light fitting.		switch.	
	2.	Use a multi- meter to			2.	Test a bed lamp with	
		test for faults.				a multi-meter.	
5	1.	Replace a bulb.	1.	Replace a light switch.	1.	Wire a bulb fitting.	
	2.	Replace a broken	2.	Repair an electric	2.	Wire a fluorescent	
		bulb.		appliance.		fitting.	
6	1.	Measure and cut PVC	1.	Shut off the water	1.	Unblock a toilet with a	
		pipes.		supply to a tap.		plunger.	
	2.	Connect PVC pipes.	2.	Replace a tap.	2.	Unblock a toilet with	
						an auger.	
7	1.	Measure and cut a	1.	Clean out the hopper.	1.	Measure and cut	
		copper pipe.	2.	Carry out rodding of a		guttering.	
	2.	Connect two copper		drain pipe.	2.	Install guttering.	
		pipes with a					
		compression fitting.					
8	1.	Use gas soldering	1.	Unblock a basin using	1.	Connect a downpipe	
		equipment.		hot water.		to a gutter.	
	2.	Connect pipes using	2.	Unblock a basin using	2.	Connect the	
		gas soldering.		a plunger.		downpipe and fix to	
						the wall.	

9	1.	Replace	а	tap	1.	Clear	ou	it th	e bath	or	1.	Connect a pipe clip.
		washer.				show	er dı	rain	outlet.		2.	Connect a shoe to a
	2.	Reseat a ta	ap sea	t.	2.	Use	а	pl	unger	to		downpipe.
						unblo	ck	а	bath	or		
						show	er.					

Theoretical assessment: Term 2.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 5 1 st year	Grade 5 2 nd year	Grade 5 3 rd year
2	State a reason for replacing a	State what are household	State the purpose of a fuse.
	battery.	appliances.	
3	State the different amperages	State the reason for soldering a	State the purpose of an
	of fuses.	wire.	extension lead.
4	State the purpose of a multi-	Name 2 types of light fittings.	State the purpose of a switch.
	meter.		
5	State 1 reason for using	State the main safety	State the purpose of a bulb
	energy saving bulbs.	precaution taken when	fitting.
		replacing a light switch.	
6	State the purpose of PVC	State the purpose of a tap.	Name the tools used to
	water pipes.		unblock a toilet.
7	Name 3 types of compression	Name the tools used to unblock	State the purpose of gutters.
	fittings.	a drain.	
8	State the reasons for using	Name the tools used to unblock	State the purpose of a
	capillary pipe fittings.	a basin.	downpipe.
9	State the purpose of a tap	Name the tools used to unblock	Name the part used to
	washer.	a shower or bath.	support a downpipe.

3.2.7 Grade 5: 1st, 2nd and 3rd year - Term 3.

		Grade 5	Term 3
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
-		The learner is able to:	
1	Health and safety	Grade 5 1 st year.	Grade 5 1 st year.
		Observe safety precautions for	The teacher:
		emergencies.	 Discusses the different types of emergencies.
		Report accidents and injuries.	 Discusses the safety precautions taken during emergencies.
			 Discusses the reporting of accidents and injuries.
			Demonstrates emergency procedures.
			The learners complete the following activities:
			 State the different types of emergencies in a school and workshop.
			State the precautions taken during the emergencies.
			 State the reasons for reporting accidents and injuries.
			Carry out all emergency procedures.
	Good housekeeping practices	Grade 5 2 nd year.	Grade 5 2 nd year.
		• Set tools and equipment in sequence.	The teacher:
		Practice good housekeeping.	 Discusses the reasons for setting tools and equipment in sequence.
		Observe and comply with organisational	Discusses good housekeeping procedures.
		housekeeping policies and procedures.	Discusses housekeeping procedures and policies.
		 Identify and report shortcomings in 	• Discusses how to identify and report shortcomings in housekeeping
		housekeeping practices.	practices.
			 Demonstrates how to set tools and equipment in sequence.
			 Demonstrates good housekeeping practices.
			The learners complete the following activities:

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			 State the reasons for placing tools and equipment in sequence.
			State the reasons for good housekeeping practices.
			 Set tools and equipment in the workshop.
			Clean up and reset the workshop and tool room.
	World of work	Grade 5 3 rd year.	Grade 5 3 rd year.
		Practice appropriate social skills	The teacher:
		training.	 Discusses appropriate social skills in the work environment.
		• Be orientated to the open labour market.	 Discusses how to be orientated to the open labour market.
			Discusses the Learner work experience programme (LWEP).
			 Demonstrates appropriate social skills in the workplace.
			The learners complete the following activities:
			State the appropriate social skills practiced in the work environment.
			State ways to be orientated in the open labour market.
			• Demonstrate appropriate social skills practices in the work environment.
			Compile a CV.
			Participate in a work experience programme.
2	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Prepare different surfaces e.g. wood,	The teacher:
	Painting, glazing	aluminium, steel, brick etc.	• Discusses the reasons for preparing different surfaces e.g. wood,
	and water proofing.		aluminium, steel, brick etc for painting.
			Discusses the safety precautions when preparing different surfaces for
			painting.
			Discusses the tools used when preparing different surfaces for
	•		·

The learner is able to: painting Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to: Image: Demonstration of the learner is able to:	bs, techniques, activities and resources. tings. usses how to prepare different surfaces for painting. onstrates how to scrape off old paint with a scraper. onstrates how to remove paint using an industrial paint remover.
Discus Demo Demo	usses how to prepare different surfaces for painting. onstrates how to scrape off old paint with a scraper.
 State 	 constrates how to fill cracks and smooth out. complete the following activities: a the reasons for preparing different surfaces for painting. a the safety precautions observed when preparing different aces for painting. a the tools used when preparing different surfaces for painting. a how to prepare different surfaces for painting. b how to prepare different surfaces. cove old paint from different surfaces. cove old paint by using industrial paint remover. racks and smooth out.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			Discusses how to get a high quality finish on all surfaces.
			 Demonstrates how to prepare the area before painting.
			• Demonstrates how to open the tin of paint and mix the paint.
			Demonstrates application of the paint.
			Demonstrates cleaning of brushes and self.
			• Demonstrates how to get high quality of finish.
			The learners complete the following activities:
			State the safety precautions observed when using water based paints.
			Prepare area for painting.
			Open the container of paint and mix the paint.
			 Apply the paint with a roller and a brush.
			Clean up brushes and self.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		• Remove glass and putty from frame.	The teacher:
		Handle glass.	Discusses safety precautions when carrying out glazing procedures.
			Discusses different ways of removing glass from frame.
			Discusses cleaning of frame.
			Discusses measuring of glass.
			Discusses handling of glass.
			Demonstrates the different ways of removing glass from frame.
			Demonstrates how to clean a frame of old putty and old sprigs.
			Demonstrates how to measure frame and allowed clearances.
			Demonstrates how to handle glass.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			The learners complete the following activities:
			State safety precautions observed when carrying out glazing
			procedures.
			Remove glass from window using different methods.
			Clean a frame of old putty and remove old sprigs.
			Measure frame for new glass.
			Handle glass.
3	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Apply primer to prepared surfaces.	The teacher:
	Painting, glazing	Apply undercoat to prepared surfaces.	Discusses safety precautions when applying primer and undercoat to
	and water proofing.		surfaces.
			Discusses the need for applying primer and undercoat to different
			prepared surfaces.
			Discusses how to mix the primer and undercoat.
			Discusses drying times when applying primer and undercoat.
			• Discusses the different types of primers and undercoat for different
			types of surfaces.
			Demonstrates how to apply primer to different prepared surfaces.
			• Demonstrates how to apply undercoat to different prepared surfaces.
			• Demonstrates how to clean brushes, equipment and self after applying
			primer and undercoat.
		n V	The learners complete the following activities:
			• State the safety precautions to be observed when applying primer and

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			undercoat to different prepared surfaces.
			State the purpose of primer and undercoat.
			Apply primer to different prepared surfaces.
			Apply undercoat to different prepared surfaces.
			Clean brushes, equipment and self after completing tasks.
		Grade 5 2 nd year	Grade 5 2 nd year.
		 Apply oil based paint/varnish with a 	The teacher:
		brush/roller on all surfaces.	Discusses safety precautions when applying oil based paint /varnish
		Get a high quality finish on all surfaces.	with a brush /roller on all surfaces.
			 Discusses preparation of surfaces before painting/varnishing.
			Discusses how to prepare paint and varnish.
			Discusses how to apply oil based paint/varnish with a brush to all
			surfaces.
			• Discusses how to apply oil based paint/varnish with a roller to all
			surfaces.
			Discusses different techniques of painting/varnishing.
			Discusses drying times of oil based paint and varnish.
			Discusses interior and exterior paints.
			Discusses cleaning of brush, self and equipment after use.
			Demonstrates how to prepare surfaces before painting/varnishing.
			Demonstrates how to cut corners and edges.
			• Demonstrates how to apply paint/varnish to surfaces with a brush.
			• Demonstrates how to apply paint/varnish to surfaces with a roller.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			Demonstrates cleaning of brush/roller, self and equipment after use.
			The learners complete the following activities:
			State the safety precautions observed when applying paint/varnish with
			a roller/brush to all surfaces.
			Prepare surfaces before painting/varnishing.
			Cut corners and edges with a brush.
			 Apply paint/varnish to all surfaces with a brush.
			 Apply paint/varnish to all surfaces with a roller.
			 Clean brush/rollers, self and equipment after use.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Cut glass.	The teacher:
		Observe safety precautions when	 Discusses safety precautions when cutting and handling glass.
		cutting glass.	Discusses types and thickness of glass.
			 Discusses the tools used to cut glass.
			 Discusses preparation of glass before cutting glass.
			Discusses how to measure and cut glass with allow for tolerances.
			 Discusses how to cut /nibble a thin strip of glass.
			 Discusses how to smooth the edges of cut glass.
			Discusses care of glass cutting tool.
			 Demonstrates how to measure glass and allow for tolerances.
			Demonstrates how clean glass before cutting.
			 Demonstrates how to mark off glass.
			 Demonstrates how to cut glass with a glass cutting tools.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			 Demonstrates how to cut off a thin strip of glass.
			 Demonstrates how to smooth down the edges of cut glass.
			 Demonstrates how to take care of the glass cutting tool.
			The learners complete the following activities:
			State safety precautions observed when cutting and handling glass.
			Name/identify the tool used to cut glass.
			Measure glass to be cut,
			Clean glass to be cut.
			Mark glass to be cut.
			Cut glass using glass cutters.
			Smooth down the edges of cut glass.
			Care for the glass cutting tool.
			Handle glass safely.
4	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Know how to dilute and mix	The teacher:
	Painting, glazing	paints/varnish.	Discusses safety precautions when diluting and mixing paints /varnish.
	and water proofing.		Discusses how to strain old paint/varnish.
			 Discusses how to dilute water based and oil based paint.
			Discusses how to dilute varnish.
			Discusses how to mix paints /varnish.
			Demonstrates how to strain old paint.
			 Demonstrates how to dilute water based and oil based paints.
			Demonstrates how to mix paint/varnish.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
		The learner is able to: Grade 5 2 nd year. • Prepare surfaces for water proofing.	 The learners complete the following activities: State safety precautions observed when diluting and mixing paints/varnish. Strain old paint/varnish Dilute water based and oil based paint/varnish. Dilute varnish. Mix paint. Mix varnish. Grade 5 2nd year. The teacher: Discusses safety precautions when preparing surfaces for water proofing. Discusses how to set up a ladder or scaffold. Discusses the causes of water leaks dampness. Discusses how to clean up roof areas and prepare area for water proofing. Discusses the different methods of cleaning up roof areas. Discusses drying times before applying damp proof materials. Demonstrates how to clean up area for damp proofing using different methods. Demonstrates how to prepare area for damp proofing.
			The learners complete the following activities:

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			 State safety precautions observed when preparing an area for damp proofing. Set up a ladder against a wall. Clean up an area by using a wire brush and hand broom. Clean up an area using a hose pipe or pressure hose. Prepare the area for damp proofing.
		Grade 5 3 rd year.	 The teacher: Discusses safety precautions when glazing a window, door and frame.
		Glaze a window, doors and frames.	 Discusses the preparation and use of putty.
			 Discusses how to soften up putty. Discusses how to put putty in rebate before fitting glass. Discusses how to place in new glass in rebate.
		C ·	 Discusses how to fit new sprigs after fitting glass. Discusses how to apply more putty after fitting sprigs.
			 Discusses how to wet putty knife and shape the putty. Demonstrates how to soften up putty.
			 Demonstrates how to put a thin bead of putty in rebate before putting glass in place.
			Demonstrates how to fit glass in rebate.Demonstrates how to fit new sprigs.
			• Demonstrates how to put more putty on glass and smooth out the putty. The learners complete the following activities:

Торіс	Content	
	The learner is able to:	Teaching tips, techniques, activities and resources.
		• State safety precautions observed when glazing a window, door or
		frame.
		Soften putty.
		Put putty and glass onto rebate.
		Fit new sprigs in rebate.
		Put putty and smooth out.
Building and	Grade 5 1 st year.	Grade 5 1 st year.
construction skills:	Stain doors and frames.	The teacher:
Painting, glazing		Discusses safety precautions when staining doors and frames.
and water proofing.		 Discusses preparation of doors and frames for staining.
		Discusses test strips before staining.
		Discusses working with wood dyes.
		Discusses how to apply wood dye.
		Discusses staining a door and frame.
		Demonstrates how to prepare doors and frames for staining.
		Demonstrates the making of a test strip.
		Demonstrates how to apply wood dye.
		Demonstrates staining a door and frame.
		The learners complete the following activities:
		State safety precautions observed when staining a door and frame.
		Prepare a door and frame for staining.
		Make a test strip.
		Apply wood dye.
	construction skills: Painting, glazing	construction skills: • Stain doors and frames. Painting, glazing • Stain doors and frames.

Week Topic Content The learner is able to: Teaching tips, techniques, activities and resources. Image: Stain a door and frame. Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Grade 5 2 nd year. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame. Image: Stain a door and frame.	with water proofing,		
Grade 5 2 nd year. Grade 5 2 nd year. The teacher: • Work with water proofing, installing and replace. • Discusses safety precautions when working installing and replace. • Discusses reasons for water proofing. • Discusses how to work with water proofing mater • Discusses how to cut and apply water proofing mater • Demonstrates how to apply water proofing mater	with water proofing,		
Grade 5 2 nd year. The teacher: • Work with water proofing, installing and replace. Discusses safety precautions when working installing and replace. • Discusses reasons for water proofing. Discusses how to work with water proofing. • Discusses how to work with water proofing mater Discusses how to cut and apply water proofing mater	with water proofing,		
 Work with water proofing, installing and replace. Discusses safety precautions when working installing and replace. Discusses reasons for water proofing. Discusses how to work with water proofing mater Demonstrates how to cut and apply water proofing mater Demonstrates how to apply water proofing mater 	with water proofing,		
replace. Discusses reasons for water proofing. Discusses how to work with water proofing mater Demonstrates how to cut and apply water proofin Demonstrates how to apply water proofing mater	with water proofing,		
 Discusses reasons for water proofing. Discusses how to work with water proofing mater Demonstrates how to cut and apply water proofing Demonstrates how to apply water proofing mater 			
 Discusses how to work with water proofing mater Demonstrates how to cut and apply water proofing Demonstrates how to apply water proofing mater 			
 Demonstrates how to cut and apply water proofin Demonstrates how to apply water proofing mater 			
Demonstrates how to apply water proofing mater	rials.		
	ng membrane.		
The learners complete the following activities:	rials.		
The learners complete the following activities.			
State safety precautions when water proofing.			
Demonstrate how to cut and apply water proofing	g membrane.		
Demonstrate how to apply water proofing membr	rane.		
Grade 5 3 rd year.			
Grade 5 3 rd year. The teacher:			
Apply the correct finish after glazing. Discusses the waiting period to apply correct finish	sh to glazed windows.		
Discusses how to clean up after glazing.			
Discusses how to paint so that window and g	glass is water proofed		
against rain.			
Demonstrates how to clean up after glazing.			
Demonstrates how to paint window so that gla	ass and putty is water		
proofed against rain.			
The learners complete the following activities:			
		Grade 5	Term 3
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Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			State the waiting period before finishing the job.
			Clean up glass and window.
			Paint/varnish window so that there is a water proof seal between glass
			and putty
6	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Fit a door.	The teacher:
	Woodwork		 Discusses safety precautions when fitting a door.
			Discusses how to measure the height and width of door and depth of
			frame rebate.
			 Discusses how to choose the right size door.
			Discusses how to cut the door to size.
			Discusses how to fit hinges.
			• Discusses how to adjust and align door. Discusses floor clearance of
			door.
			Discusses how to adjust butt hinges.
			Demonstrates how to measure a door.
			Demonstrates how to choose the right size door.
			Demonstrates how to cut the door to size.
			Demonstrates how to fit hinges to door.
			Demonstrates how to adjust and align door.
			Demonstrates how to adjust butt hinges.
		\sim	The learners complete the following activities:
			• State the safety precautions observed when fitting a door.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			Measure a door and frame.
			Choose the right size door.
			Cut a door to size.
			Fit hinges to a door.
			Adjust and align door.
			Adjust butt hinges.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		• State the basic measurement of units	The teacher:
		(cupboard etc.).	Discusses the need for a basic measurement of cupboard units.
		• Use a jig saw.	 Discusses the basic measurements of cupboard units.
		Use a table saw.	 Discusses safety precautions and care when using a jig saw.
			 Demonstrates how to use a jig saw.
			Discusses safety precautions and care when using a table saw.
			Demonstrates how to use a table saw.
			The learners complete the following activities:
			State the need for basic measurement of cupboard units.
			 State safety precautions observed when using a jigsaw.
			• Use a jigsaw.
			State safety precautions observed when using a table saw.
			Use a table saw.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Perform basic woodwork.	The teacher:
			Discusses safety when performing basic woodwork.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			 Discusses how to fabricate a bathroom wall cabinet.
			Discusses fabrication methods.
			 Demonstrates how to measure boards to be cut.
			Cut boards to size.
			Sand boards.
			Prepare boards for assembly.
			The learners complete the following activities:
			 State safety precautions observed when performing basic woodwork.
			Use a measuring tape.
			Measure and mark off material.
			Use a circular saw and cut boards to size.
			Sand boards.
			Prepare boards for assembly.
7	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Fit a door frame.	The teacher:
	Woodwork		Discusses safety precautions when fitting a door frame.
			Discusses how to measure door frame to fit entrance.
			Discusses how to square and brace frame before fitment.
			 Discusses how to set and align frame in entrance.
			Discusses how to secure frame onto entrance.
			Discusses how to finish fitment of door frame.
			Demonstrates how to measure door frame for entrance.
			Demonstrates how to square and brace door frame.
L			l de la constante de

	-	Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			 Demonstrates how to set and align frame in entrance.
			 Demonstrates how to secure door frame onto entrance.
			 Demonstrates how to finish fitment of door frame.
			The learners complete the following activities:
			• States the safety precautions observed during fitment of door frame.
			Measure door frame for entrance.
			Square and brace door frame.
			Set and align door frame to entrance.
			Secure door frame to entrance.
			 Finish fitment of door frame to entrance.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Replace cupboard fittings (fit cupboard	The teacher:
		hinges, fit or replace handles, use	Discusses reasons for replacing door hinges, handles and door
		corner block and replace door runners).	runners.
			 Discusses how to replace cupboard hinges.
			 Discusses how to fit and replace door handles.
			Discusses how to install corner blocks.
			 Discusses how to replace door runners and align.
			 Demonstrates how to replace door hinges.
			 Demonstrates how to fit and replace door handles.
			Demonstrates how to install corner blocks.
			 Demonstrates how to replace and align door runners.
			The learners complete the following activities:

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
		The learner is able to: Grade 5 3 rd year. • Perform basic assembly.	 State the reasons for replacing door hinges, handles and door runners. Replace door hinges. Fit and replace door handles. Install corner blocks. Replace and align door runners. Grade 5 3rd year. The teacher: Discusses how to read a diagram or sketch. Discusses assembly techniques. Discusses how to use cold glue, screws and panel pins. Demonstrates assembly techniques. Demonstrates finishing techniques. The learners complete the following activities: Read and understands a diagram or sketch.
			 Uses cold glue, screws and panel pins appropriately. Assemble bathroom wall cabinet. Finishe bathroom wall cabinet.
8	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Fit door handle and lock to door.	The teacher:
	Woodwork		 Discusses safety precautions when fitting door handles and locks to doors.
			Discusses how to mark off door handle and lock to door.
			Discusses how to drill holes and chisel door handle and lock space.

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			Discusses how to fit and align door handle and lock to door.
			Demonstrates how to mark off door handle and lock to door.
			• Demonstrates how to drill holes and chisel door handle and lock space.
			Demonstrates how to fit and align door handle and lock to door.
			The learners complete the following activities:
			State safety precautions observed when fitting door handles and locks
			to doors.
			Mark off door handle and lock to door.
			Drill holes and chisel door handle and lock space.
			Fit and align door handle and lock to door.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Replace cupboard sections.	The teacher:
		Replace and hang cupboard door.	Discusses reasons for replacing various cupboard sections.
		Replace drawer front.	Discusses how to replace a cupboard section.
			Demonstrates how to replace a cupboard section.
			Discusses how to replace and hang a cupboard door.
			Demonstrates how to replace and hang a cupboard door.
			Discusses how to replace a drawer front.
			Demonstrates how to replace a drawer front.
			The learners complete the following activities:
			State the reasons for replacing various cupboard sections.
		N Y	Replace a cupboard section.
			Replace and hang a cupboard door.

		Grade 5	Term 3	
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.	
			Replace a cupboard front.	
		Grade 5 3 rd year.	Grade 5 3 rd year.	
		Solve basic defects.	The teacher:	
			Discusses how to repair loose cupboards door screws.	
			Demonstrates how to repair loose cupboard door screws.	
			Discusses how to replace cupboard door hinges.	
			Demonstrates how to replace cupboard door hinges.	
			 Discusses how to replace door cupboards door handles. 	
			Demonstrates how to replace cupboard door handles.	
			Discusses how to repair loose table/chair legs.	
			Demonstrates how to repair loose table/chair legs.	
			The learners complete the following activities:	
			Repair loose cupboard screws.	
			Replace cupboard door hinges.	
			Replace cupboard door handles.	
			Repair loose table/chair legs.	
9	Building and	Grade 5 1 st year.	Grade 5 1 st year.	
	construction skills:	Perform basic cupboard construction.	The teacher:	
	Woodwork		• Discusses safety precautions to be observed when performing basic	
			cupboard construction (mini bookshelf).	
			• Discusses how to construct a mini bookshelf using hand and power	
			tools.	
			• Demonstrates how to cut up boards to construct a mini bookshelf.	

		Grade 5	Term 3
Week	Торіс	Content The learner is able to:	Teaching tips, techniques, activities and resources.
			Assembles a mini bookshelf.
			The learners complete the following activities:
			• State safety precautions to be observed when constructing a mini
			bookshelf.
			Cut up boards to construct a mini bookshelf.
			Assemble a mini bookshelf.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Replace door edgings.	The teacher:
		Replace a sink top.	Discusses how to replace door edgings.
			 Demonstrates how to remove door edgings.
			Discusses how to replace a sink top.
			Removes a sink top.
			Replaces a sink top.
			The learners complete the following activities:
			Replace door edgings.
			Remove a sink top.
			Replace a sink top.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		• Repair breakages in furniture with the	The teacher:
		use of different methods.	Discusses different methods of repairing breakages in furniture.
			Discusses how to repair different types of breakages.
		N Y	Discusses how to repair a broken chair.
			Discusses how to repair a broken coffee table.

		Grade 5	Term 3
Week	Торіс	Content	Teaching tips, techniques, activities and resources.
		The learner is able to:	
			 Discusses how to repair a broken or damaged table.
			Demonstrates how to repair a broken chair.
			Demonstrates how to repair a broken coffee table.
			The learner completes the following activities.
			State different methods of repairing broken furniture.
			Repair a broken chair.
			Repair a broken table.

Practical assessment: Term 3.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade	5 1 st year.	Grade	5 2 nd year.	Grade	5 3 rd year.
2	1.	Remove old paint.	1.	Mix water based paint.	1.	Remove glass from
	2.	Fill cracks and	2.	Apply water based		window frame.
		smooth out surface.		paint with roller.	2.	Clean old putty from
						frame.
3	1.	Apply primer.	1.	Cut corners with	1.	Measure glass.
	2.	Apply undercoat.		brush.	2.	Cut glass to size.
			2.	Apply oil paint with		
				brush.		
4	1.	Strain old paint.	1.	Set ladder to work.	1.	Soften putty.
	2.	Mix oil paint.	2.	Clean up area for	2.	Put putty onto frame
				water proofing.		rebate.
5	1.	Prepare door for	1.	Cut water proofing	1.	Clean up glass and
		staining.		membrane.		frame.
	2.	Stain door.	2.	Apply water proofing.	2.	Paint putty and sea
						glass.
6	1.	Cut door to size.	1.	Use a jigsaw.	1.	Mark off board.
	2.	Fit hinges.	2.	Use a table saw.	2.	Cut board to size.
7	1.	Square and brace	1.	Replace door hinges.	1.	Read a sketch/diagram.
		door frame.	2.	Replace door handles.	2.	Cut board to size.
	2.	Secure frame to wall.				
8	1.	Mark off door	1.	Replace cupboard	1.	Repair a loose cupboar
		handles to door.		door.		door screws.
	2.	Drill holes and chisel	2.	Replace cupboard.	2.	Replace cupboard doo
		out to fit door locks				hinges.
		and handles.				
9	1.	Cut board to size.	1.	Remove sink top.	1.	Repair broken door.
	2.	Assemble mini	2.	Replace sink top.	2.	Repair broken table.
		bookshelf.				

Theoretical assessment. Term 3.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 5 1 st year	Grade 5 2 nd year.	Grade 5 3 rd year.
2	State a reason for preparing	State the reason for using	State a safety precaution when
	the surface for painting.	water based paints.	removing glass.
3	State the purpose for using	State a reason for using oil	Name the tool used to cut glass.
	primer.	based paint.	
4	State a reason for diluting	State a cause of water leaks.	State what is used to soften
	paint.		putty.
5	State a reason for staining	State a reason for water	State the drying time for putty.
	doors.	proofing roofs.	
6	State how to choose the	State the purpose of a table	State the purpose of a cut off
	correct size door.	saw.	saw.
7	State the reason for squaring	Name two types of door	State the reason for using cold
	and bracing a door frame.	hinges.	glue when assembling work
			pieces.
8	State a reason for aligning	State a reason for replacing	State one method of repairing
	locks on doors.	cupboard sections.	loose cupboard screws,
9	Interpret a sketch into a	State the reason for door	State one method of repairing
	constructed item.	edgings.	broken furniture.

3.2.8 Grade 5: 1^{st} , 2^{nd} and 3^{rd} - Term 4.

		Grade 5	Term 4
Week	Week Topic Content.		Teaching tips, techniques, activities and resources.
1	Good	Grade 5 1 st year.	Grade 5 1 st year.
	housekeeping	Practice good housekeeping routines.	The teacher:
	practices	Realise the impact of poor	 Discusses how to practice good housekeeping routines.
		housekeeping routines.	 Discusses the impact of poor housekeeping routines.
		Practice cleanliness and care of	 Discusses cleanliness and how to care for equipment.
		equipment.	 Demonstrates good housekeeping routines.
		Carry out correct and safe use of	 Demonstrates how to practice cleanliness and care of equipment.
		cleaning equipment and materials.	Demonstrates how to use and care for equipment and materials.
			The learners complete the following activities:
			 State the reasons for good housekeeping routines.
			Clean the workshop.
			Carry out good housekeeping practices.
			Clean and care for equipment.
			Set and record material.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Comply with relevant safety routines.	The teacher:
		• Ensure that workstations conform to	Discusses the OSH Act.
		health and safety requirements.	Discusses relevant safety routines.
		Know how to isolate and replace faulty	Discusses the reasons for workstations complying with health and
		equipment.	safety requirements.
		• Practice safe handling, use and care of	 Discusses how to isolate and replace faulty equipment.
		tools and equipment.	Discusses safe handling, use and care of equipment.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
Week	Topic	Content. Grade 5 3 rd year. • Perform personal management/activities for daily living.	 Teaching tips, techniques, activities and resources. Demonstrates safety routines. Demonstrates how to isolate and replace faulty equipment. Demonstrates safe handling, use and care of equipment. The learners complete the following activities: State why the one must comply with the OSH Act. State the reasons for workstations complying with health and safety requirements. Carry out safety routines. Isolate and replace faulty equipment. Handle, use and care for equipment safely. Grade 5 3rd year. The teacher: Discusses how to be prepared for job interviews. Discusses how to conduct oneself in a workplace. Discusses personal grooming and hygiene. Discusses personal communications skills. Discusses timekeeping and compliance with rules and regulations at the workplace. Discusses personal finance, opening a bank account and how to save
	•		 Discusses personal finance, opening a bank account and how to save money.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Discusses healthy living.
			 Demonstrates by role playing, communication skills.
			 Demonstrates how to open a bank account.
			The learners complete the following activities:
			Prepare for an interview by grooming.
			Carry out mock interviews.
			Role- plays different communication scenarios.
			Open a bank account.
			Carry out a travelling exercise in public transport.
			 Go to work from home using public transport.
2	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Carry out basic bricklaying techniques	The teacher:
	Bricklaying and	(Part 1).	Discusses safety when carrying basic bricklaying techniques.
	plastering		 Discusses basic building tools, care and use.
			Discusses bricks and blocks.
			Discusses how to set up a profile board.
			Discusses basic bricklaying techniques.
			Discusses the stretcher bond.
			Demonstrates how to set up a profile board.
			Demonstrates how to build a stretcher bond.
			The learners complete the following activities:
			• State safety precautions observed when carrying out basic building
			techniques.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Identify, care and use basic building tools.
			Set up a profile board.
			Carry out basic bricklaying techniques.
			Build two lines of a stretcher bond.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Repair basic brickwork.	The teacher:
			Discusses safety precautions when carrying out basic repair on
			brickwork.
			Discusses how to re-point mortar between bricks.
			 Discusses how to remove and replace spalled bricks.
			Discusses the use of a chisel in removing bricks.
			 Demonstrates how to re-point mortar between bricks.
			Demonstrates how to remove and replace spalled bricks.
			The learners complete the following activities:
			State safety procedures observed during basic brickwork repairs.
			Re-point mortar between bricks.
			Remove and replace spalled bricks.
			Grade 5 3 rd year.
		Grade 5 3 rd year.	The teacher:
		Identify, care and use paving tools.	Discusses safety when carrying out paving procedures.
			Discusses paving tools used and care of paving tools.
			Demonstrates how to use paving tools.
			The learners complete the following activities:

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			State safety procedures observed during paving.
			 Identify and care of paving tools.
			Use paving tools.
3	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Carry out basic bricklaying techniques	The teacher:
	Bricklaying and	(Part 2).	Discusses basic bricklaying techniques.
	plastering		Discusses how to lay a stretcher bond.
			 Discusses how to shape the mortar joints.
			 Discusses how to set up and build a corner.
			 Demonstrates basic bricklaying techniques.
			Demonstrates how to lay a stretcher bond.
			 Demonstrates how to shape the mortar joints.
			 Demonstrates how to set up and build a corner.
			The learners complete the following activities:
			Lay a stretcher bond.
			Shape the mortar joints.
			Set up and builds a corner.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Repair concrete floors.	The teacher:
			Discusses safety precautions when repairing concrete floors.
			Discusses how to prepare concrete floors for repairs.
			Discusses how to prime the repaired area.
			Discusses how to fill and smooth repaired area with new concrete.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
Week	Topic	Content. Grade 5 3 rd year.	 Teaching tips, techniques, activities and resources. Discusses drying times of concrete. Demonstrates how to prepare damaged area for repairs. Demonstrates how to prime damaged areas. Demonstrates how to fill and smooth out damaged area with new concrete. Demonstrates how to slow down drying times. The learners complete the following activities: State safety precautions observed when repairing concrete floors. Prepare damaged area. Concrete damaged area and smooth out. Prepare repaired area for proper curing. Grade 5 3rd year.
		Prepare the surface for paving.	 The teacher: Discusses safety precautions when preparing the surface for paving. Discusses how to set out the area for paving. Discusses how to prepare a base for paving. Demonstrates how to set the area for paving. The learners complete the following activities: Set the area for paving. Prepare a base for paving.
4	Building and construction skills:	 Grade 5 1st year. Carry out basic plastering techniques 	Grade 5 1 st year. The teacher:

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
	Bricklaying and	(Part 1).	Discusses the different types of plaster.
	plastering		 Discusses preparation of different types of surfaces.
			 Discusses mixing and carrying of plaster.
			Discusses picking up plaster.
			Discusses applying of plaster.
			Discusses levelling up of plaster.
			Discusses finishing the plaster.
			 Demonstrates how to prepare different types of surfaces.
			 Demonstrates mixing and carrying of plaster.
		(Demonstrates picking up and applying of plaster.
			Demonstrates levelling of plaster.
			Demonstrates how to finish plaster.
			The learners complete the following activities:
			Prepare different surfaces for plastering.
			Mix and picks up plaster.
			Pick up plaster and applies plaster.
			Level plaster.
			Finish plaster.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		• Repair cracks /damaged plaster work.	The teacher:
			Discusses how to repair damaged plaster.
			 Discusses how to prepare the damaged area for repairs.
			Discusses how to repair cracks/damaged plaster.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Demonstrates how to prepare damaged area for repairs.
			 Demonstrates how to repair cracks/damaged plaster.
			The learners complete the following activities:
			Prepare the damaged area for repairs.
			Repair cracks/damaged areas.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Carry out paving techniques.	The teacher:
			Discusses paving techniques.
			Discusses setting up of string lines.
			 Discusses how to lay paving slabs with mortar.
			Discusses how to level slabs.
			Discusses how to check the fall with a spirit level.
			Discusses how to fill the joints.
			Discusses how to lay paving bricks.
			Demonstrates how to set up string lines.
			Demonstrates how to lay paving slabs with mortar.
			Demonstrates how to level slabs.
			Demonstrates how to check fall with spirit level.
			Demonstrates how to fill joints.
			Demonstrates how to lay paving bricks.
			The learners complete the following activities:
			Set up string lines.
			Lay paving slabs with mortar.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Level slabs.
			Check fall with spirit level.
			Fill joints.
			Lay paving bricks.
5	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Carry our plastering techniques (Part 2).	The teacher:
	Bricklaying and		Discusses applying of plaster.
	plastering		Discusses levelling up of plaster.
			Discusses finishing off of plaster.
			 Discusses wetting and drying times of plaster.
			Discusses how to finish off corners.
			 Discusses how to avoid problems when plastering.
			Demonstrates how to apply plaster.
			Demonstrates how to level plaster.
			Demonstrates how to finish off plaster.
			Demonstrates how to finish off corners.
			The learners complete the following activities:
			Apply plaster.
			Level off plaster.
			Finish off plaster.
			• Finish off a corner.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		State or know the theory of paving.	The teacher:
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		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Discusses the theory of paving.
			 Discusses colours and textures of paving slabs and paving bricks.
			 Discusses shapes and sizes of paving slabs and paving bricks.
			Discusses the different designs using paving slabs and paving bricks.
			 Demonstrates the different designs using paving slabs.
			 Demonstrates the different designs using paving bricks.
			The learners complete the following activities:
			 State/identify the colours and textures of paving slabs and bricks.
			• State/identify the different shapes and sizes of paving slabs and bricks.
		(Lay out different designs using paving slabs.
			 Lay out different designs using paving bricks.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Perform asphalt work for pothole	The teacher:
		repairs.	Discusses how to perform asphalt work for pothole repairs.
			Discusses safety precautions when performing asphalt work for
			potholes repairs.
			Discusses how to clean and prepare a pothole.
			Discusses how to prime the pothole.
			 Discusses how to fill the pothole with a cold asphalt mix.
			 Demonstrates how to clean out and prepare a pothole.
			Demonstrates how to prime a pothole.
		\sim	 Demonstrates how to fill a pothole with a cold asphalt mix.
			 Demonstrates how to compress and finish the cold asphalt.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			The learners complete the following activities:
			Observe safety precautions.
			Clean and prepare a pothole.
			Prime a pothole.
			• Fill a pothole with a cold asphalt mix.
			Compress the cold asphalt.
			• Finish the repairs to the pothole.
6	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	• Prepare different surfaces for tiling(e.g.	The teacher:
	Floor and wall	concrete, brick and wood)	 Discusses how to prepare different surfaces for tiling.
	finishes		Discusses how to remove paint from surfaces.
			Discusses how to chip the wall with a chisel.
			Discusses how to apply Keykote to wall and drying times.
			Demonstrates how to remove paint from walls.
			Demonstrates how to chip wall with chisel.
			Demonstrates how to apply Keykote to wall.
			The learners complete the following activities:
			Remove paint from wall.
			Chip wall with chisel.
			Apply Keykote to wall.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Fit tile edgings.	The teacher:
			Discusses the different types of tile edgings.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
		Discusses how to measure and cut tile edgings.	
			 Discusses how to fit tile edgings.
			 Demonstrates how to measure and cut tile edgings.
			 Demonstrates how to fit tile edgings.
			The learner completes the following activities.
			State/identify the different types of tile edgings.
			Measure and cut tile edgings.
			Fit tile edgings.
		Grade 5 3 rd year.	Grade 5 3 rd year.
		Prepare floor for carpet laying.	The teacher:
			 Discusses how to prepare a floor for carpet laying.
		Discusses deep cleaning of floors.	
			Discusses drying times.
		Discusses the importance of underlay.	
		Discusses choosing a carpet.	
			 Demonstrates how to prepare the floor for carpeting.
			Demonstrates deep cleaning of floors.
			The learners complete the following activities:
			State the reasons for preparing the floor for carpeting.
			State the reasons for underlay.
			State how to choose a carpet.
			Deep cleans the floor.
7	Building and	Grade 5 1 st year.	Grade 5 1 st year.

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
	construction skills: Floor and wall finishes	 Replace a single tile Grade 5 2nd year. Apply grout and clean. 	 The teacher: Discusses safety precautions when removing a tile. Discusses how to replace a single tile. Discusses how to remove grout from around the tile. Discusses how to use a chisel to chip out tile. Discusses how to remove adhesive and debris from recess. Discusses how to fit and grout replacement tile. Demonstrates how to remove grout from tile. Demonstrates how to clean out old tile space. Demonstrates how to fit and grout tile. Demonstrates how to fit and grout tile. Demonstrates how to fit and grout tile. Demonstrates how to the clean out old tile space. Demonstrates how to fit and grout tile. The learners complete the following activities: State safety precautions observed when replacing a tile. Remove grout from tile. Remove tile by using chisel. Clean out tile recess. Fit tile. Grade 5 2nd year. The teacher: Discusses how to grout tile and clean. Discusses how to grout tile and clean. Discusses how to mix grout. Discusses how to apply grout.

		Grade 5	Term 4	
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.	
			Discusses when and how to clean grout.	
			Demonstrates how to mix grout.	
			Demonstrates how to apply grout.	
			Demonstrates when and how to clean grout.	
			The learners do the following activity:	
			State/identify the different types and colours of grout.	
			Mix grout.	
			Apply grout.	
			Clean grout.	
		Grade 5 3 rd year.	Grade 5 3 rd year.	
		Cut carpet to fit rooms.	The teacher:	
		Repair a carpet defect.	Discusses how to cut carpet to fit room.	
			Discusses laying standard width carpets.	
			Discusses how to join carpets.	
			Discusses methods of fixing.	
			Discusses how to repair a carpet defect.	
			Demonstrates how to cut carpet for room.	
			Demonstrates how to join carpets.	
			Demonstrates different methods of fixing.	
			Demonstrates how to repair a carpet defect.	
			The learners complete the following activities:	
		\sim	Cut carpet to fit room.	
			Join carpet.	

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Fix carpet to floor.
			Repair carpet defects.
8	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Cut tiles.	The teacher:
	Floor and wall		 Discusses safety precautions when cutting tiles.
	finishes		 Discusses how to measure, mark and cut tiles.
			Discusses how to use a tile cutter.
			 Discusses how to use an angle grinder.
			Discusses how to use a tile nibbler.
			 Demonstrates how to measure, mark and cut tiles.
			Demonstrates how to use a tile cutter.
			Demonstrates how to use an angle grinder.
			Demonstrates how to use a tile nibbler.
			The learners complete the following activities:
			State safety precautions observed when cutting tiles.
			Measure, mark and cut tiles.
			Use a tile cutter.
			Use an angle grinder.
			• Use a tile nibbler.
		Grade 5 2 nd year.	Grade 5 2 nd year.
		Replace wall tiles.	The teacher:
			Discusses how to replace wall tiles.
			Discusses safety precautions when replacing wall tiles.
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		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Discusses how to remove grout from around wall tiles to be replaced.
			 Discusses how to use a cold chisel to chip and remove wall tile.
			Discusses how to clean out recess.
			 Discusses how to fit new tile and grout.
			 Demonstrates how to remove grout from wall tile.
			• Demonstrates how to use a cold chisel to chip and remove wall tile.
			Demonstrates how to clean out recess.
			• Demonstrates how to measure new tile, apply tile fix and place on wall.
			Demonstrates how to grout tile.
			The learners complete the following activities:
			State safety precautions observed when replacing a wall tiles.
			Remove grout from wall tile.
			Use a cold chisel to chip and remove wall tile.
			Clean out recess.
			 Measure new tile, butter with tile fix and place on wall.
			Grout tile.
			Grade 5 3 rd year.
		Grade 5 3 rd year.	The teacher:
		Use appropriate tools to lay laminate	Discusses the tools used in laying laminate flooring.
		flooring.	Discusses preparation of floor.
			 Discusses how to lay special cushioned underlay.
		\sim	Discusses preparation of boards by fitting special metal clip joints.
			Discusses how to lay the boards.

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		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Discusses how to replace skirting or quadrant beading for final finish.
			Demonstrates how to prepare floor.
			Demonstrates how to lay out underlay.
			Demonstrates how to fit clips onto boards.
			Demonstrates how to lay boards.
			Demonstrates how to fit replace skirting or quadrant beading.
			The learners complete the following activities:
			Prepare the floor.
			Lay out the underlay.
			Fit metal clips onto board.
			Lay boards.
			Fit skirting or quadrant beading.
9	Building and	Grade 5 1 st year.	Grade 5 1 st year.
	construction skills:	Replace tiles using spacers.	The teacher:
	Floor and wall		 Discusses how to replace tiles using spacers.
	finishes		Discusses safety precautions when replacing tiles using spacers.
			Discusses how to remove tiles using a cold chisel.
			Discusses how to clean up area of tiles being replaced.
			Discusses how to replace tiles using spacers.
			Discusses how to grout tiles.
			Demonstrates how to remove tiles using a cold chisel.
			Demonstrates how to clean up area.
			Demonstrates how to replace tiles using spacers.

	Grade 5		Term 4	
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.	
			Demonstrates how to grout tiles.	
			The learners complete the following activities:	
			Remove tiles using a cold chisel.	
			Clean up area.	
			Replace tiles using spacers.	
			Grout tiles.	
		Grade 5 2 nd year.	Grade 5 2 nd year.	
		Replace tiles around corners.	The teacher:	
			 Discusses how to replace tiles around corners. 	
			• Discusses safety precautions observed when replacing tiles around	
			corners.	
			Discusses how to remove tiles around corners.	
			Discusses how to clean up areas around corners.	
			Discusses how to measure and cut tiles.	
			• Discusses how to set out tiles around corners with the correct overlap.	
			Discusses how to grout tiles around corners.	
			• Discusses how to replace tiles around corners with a plastic edge or	
			corner trim.	
			• Demonstrates how to remove tiles around a corner using a cold chisel	
			and hammer.	
			Demonstrates how clean up area.	
			Demonstrates how to measure and cut tiles.	
			• Demonstrates how to set out tiles around corners with the correct	

Grade 5		Grade 5	Term 4	
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.	
		 Grade 5 3rd year. State the effects of expansion and contraction on laminated flooring. Repair a damp/damaged laminated floor. 	 overlap. Demonstrates how to replace tiles around corners that have a plastic edge or corner trim. Demonstrates how to grout tiles around corners. The learners complete the following activities: Remove tiles around a corner using a cold chisel. Clean up area. Measure and cut tiles. Set out tiles around corners that have a plastic edge or corner trim. Grout tiles around corners that have a plastic edge or corner trim. Grout tiles around corners that have a plastic edge or corner trim. Grade 5 3rd year. The teacher: Discusses the effects of expansion and contraction on laminated flooring. Discusses how to overcome the effects of expansion and contraction on laminated flooring. Discusses how to repair damp/damaged laminated flooring. Demonstrates how to replace damaged/damp laminated floor. Demonstrates how to replace damaged/damp laminated floor. 	

		Grade 5	Term 4
Week	Торіс	Content.	Teaching tips, techniques, activities and resources.
			Remove and replace skirting and edging.
			Replace damaged/damp laminated floors.

Practical assessment: Term 4.

Assessment is formally recorded during four (4) practical sessions with a minimum of four (4) skills reported. Learners, regardless of abilities, shall be assessed on the same skill. The following serves as suggestion of skills to record and report on.

Week	Grade 5 1 st year	Grade 5 2 nd year	Grade 5 3 rd year
2	1. Set up a profile	1. Re-point mortar	1. Use paving tools
	board.	between bricks.	correctly.
	2. Build a stretcher	2. Replace a spalled	2. Use a level.
	bond.	brick.	
3	1. Shape a mortar joint.	1. Prime a damaged area.	1. Prepare a base for
	2. Build a corner pillar.	2. Fill/smooth out	paving.
		concrete.	2. Set up area for paving.
4	1. Apply plaster.	1. Prepare damaged area	1. Lay paving slab with
	2. Levels out plaster,	for repairs.	mortar.
		2. Repair	2. Fills joints.
		cracks/damaged areas.	
5	1. Finish off plaster.	1. Lays out a design using	1. Fill a pothole with cold
	2. Finish off corner.	paving slabs.	asphalt.
		2. Lays out a design using	2. Compress and finish
		paving bricks.	cold asphalt.
6	1. Remove paint from a	1. Measure and cut	1. Vacuum the floor.
	wall.	edgings.	2. Deep cleans the floor.
	2. Apply Keykote to	2. Fit edgings.	
	wall.		
7	1. Remove grout from	1. Mix grout.	1. Fit carpet to floor.
	floor tile.	2. Apply grout.	2. Repair carpet defects.
	2. Remove floor tile.		
8	1. Measure and mark	1. Fit wall tile.	1. Fit clips to laminate
	tile.	2. Grout wall tile.	board.
	2. Cut tile with a tile		2. Lay laminate board.
	cutter.		
9	1. Clean up tile area.	1. Set tiles around	1. Remove skirting or
	2. Replace tiles using	corners with correct	edging.
	spacers.	overlap.	2. Replace damaged
		2. Replace tiles around	laminated floor.
		corner that have a	

ſ		corner trim.	

Theoretical assessment: Term 4.

Four theoretical activities are assessed and recorded, however, a minimum of 1 theoretical activity is reported on. The following serves as suggestions of theoretical activities to report on.

Week	Grade 5 1 st year	Grade 5 2 nd year	Grade 5 3 rd year
2	State the purpose of a profile	State one reason for re-pointing	State one reason for using a
	board.	mortar between bricks.	level when paving.
3	Name two kinds of	State the purpose of priming a	State a reason for preparing a
	bricklaying bonds.	concrete hole.	base for paving.
4	State one reason for	State one reason why plaster	State one reason for filling
	plastering.	have cracks.	joints when paving.
5	State one reason for	Name two types of paving	State one reason for priming
	spraying water on plaster	materials.	concrete holes.
	when plastering.		
6	State a reason for applying	State a reason for fitting tile	State a reason for using
	Keykote to a surface.	edgings.	underlay when fitting carpets.
7	State a reason for removing	State one reason for grouting.	State a method of securing
	grout from tiles when		carpets to floors.
	replacing tiles.		
8	State the purpose of a tile	State the purpose of cleaning	State the purpose of fitting clips
	cutter.	out tile recess when replacing	to laminate boards.
		wall tiles.	
9	State the purpose of tile	State how we remove damaged	State the effects of expansion
	spacers.	tiles.	and contraction on laminated
			flooring.

4 SECTION 4 ASSESSMENT

Subject specific content to be added to generic section 4 after public comment changes/corrections have been made.

Assessment across the 5 years

Grade 4 – Practical assessment tasks

Task	Term 1		
1	Week 2 or 3	Measure 2 lengths of different metal in millimetres. Measure a person's height in metres	Punch large holes in a sheet metal. Cut and bend a piece of sheet metal.
2	Week 4 or 5	Mark off and cuts a round bar. Use the cross filing method to file the round bar square.	Remove and repairs a safety gate. Replace the repaired gate.
3	Week 6 or 7	Start a vehicle using all the safety rules learnt. Start a brush cutter/ lawn mower using all the safety rules learnt.	Mix the correct amount of two stroke oil and petrol. Replace trimmer lines on a brush cutter.
4	Week 8 or 9	Wash and polish car. Vacuum a car.	Change the spark plugs on a vehicle. Replace the oil and oil filter on a vehicle.
Task	Term 2		
1	Week 2 or 3	Disconnect a negative terminal on the battery. Point out at least 5 electrical components.	Remove the covers of the different bulbs. Change the different bulbs on a vehicle
2	Week 4 or 5	Identify the different colour codes on electrical equipment.	Replace a light fitting.

		Use the different tools in electrical work.	Fix a broken extension cord.
3	Week 6 or 7	Identify and a use soldering iron. Change a 3 pin plug.	Use a connection block. Fix a faulty bulb fitting.
4	Week 8 or 9	Identify supply water pipes. Identify waste water pipes	Identify, care and use the tools used to repair gutters. Identify, care and use tools for fixing downpipes.
Task	Term 3		
1	Week 2 or 3	Use different types of safety equipment. Set up and use a ladder	Cut and use fibre glass membrane for waterproofing roofs. Use water proofing paint on fibre glass membrane
2	Week 4 or 5	Scrape a wall and sandpaper different surfaces. Fill cracks on walls and sand down.	Care and use for a glass cutter. Care and use for a putty knife and scraper.
3	Week 6 or 7	Use a measuring tape to measure timber. Use marking off equipment to mark off wood.	Switch an electric tool on and off. Use tools without injury to the learner by observing all safety rules.
4	Week 8 or 9	Care and use of a sash clamp. Care and use the woodwork bench vice.	Drill and chisel out wood in door for fitment of a door lock. Fit a door lock and handles
Task	Term 4		
1	Week 2 or 3	Use a spirit level. Use the different types of trowels.	Identify bricks and blocks. Identify different types of sand, stone and cement.
2	Week 4 or 5	Erect scaffolding.	Make a dry mortar mix.

		Dismantle scaffolding	Make a wet mortar mix.
3	Week 6 or 7	Use a tile cutter. Use a pincher to nibble tiles.	Mix tile adhesive. Apply tile adhesive
4	Week 8 or 9	Use a carpet fitter's bolster and a carpet stretcher.	Fit the different types of under felt. Fit the different types of carpets
		Use a measuring tape and a Stanley knife.	

Grade 4 term 1 – 4: Theoretical assessment tasks

Evidence of one theoretical task of formal assessment between weeks 2 – 09 as in the annual teaching plan must be available for quality assurance.

Task	Week	Grade 5 1 st year	Grade 5 2 nd year	Grade 5 3 rd year	
Term 1					
1	2	Use a hand drill. Use a hand held angle grinder	Switch an industrial angle grinder on and off. Use and industrial angle grinder.	Connect up an inverter welding machine. Light up a gas torch with a welding flame	
2	4	Cut a straight piece of metal using a cut off saw. Cut an angled piece of metal using a cut off saw.	Cut a small piece of sheet metal. Bend the piece of sheet metal	Use a hand drill. Use a riveting gun.	
3	6	Remove and refit a lawn mower blade. Sharpen a lawn mower blade.	Remove a bicycle brake pad. Replace a bicycle brake pad.	Check radiator fluid and engine oil levels. Drain and fill engine oil.	
4	8	Clean a bicycle chain. Lubricate linkages on a bicycle.	Identify parts for replacement. State when a minor service should be	Jack up a vehicle. Remove and refit a car tyre	

			done.			
Term 2						
1	2	Test a battery. Replace a battery.	Repairhouseholdappliances without using amulti-meter.Repairhouseholdappliancesusing a multi-meter.	Test for a defective fuse in a stove. Remove and replace a fuse in a stove.		
2	4	Operate a multi-meter. Use a multi- meter to test for faults.	Test a light fitting. Replace a light fitting.	Wire a bed lamp switch. Test a bed lamp with a multi-meter.		
3	6	Measure and cut PVC pipes. Connect PVC pipes.	Shut off the water supply to a tap. Replace a tap.	Unblock a toilet with a plunger. Unblock a toilet with an auger.		
4	8	Measure and cut a copper pipe. Connect two copper pipes with a compression fitting.	Clean out the hopper. Carry out rodding of a drain pipe.	Measure and cut guttering. Install guttering.		
Term (Term 3					
1	2	Remove old paint. Fill cracks and smooth out surface.	Mix water based paint. Apply water based paint with roller.	Remove glass from window frame. Clean old putty from frame.		
2	4	Strain old paint. Mix oil paint.	Set ladder to work. Clean up area for water proofing.	Soften putty. Put putty onto frame rebate.		
3	6	Cut door to size. Fit hinges.	Use a jigsaw. Use a table saw.	Mark off board. Cut board to size.		
4	8	Mark off door handles to door. Drill holes and chisel out to fit door locks and handles.	Replace cupboard door. Replace cupboard.	Repair a loose cupboard door screws. Replace cupboard door hinges.		

Term 4					
1	2	Set up a profile board. Build a stretcher bond.	Re-point mortar between bricks. Replace a spalled brick.	Use paving tools correctly. Use a level.	
2	4	Apply plaster. Levels out plaster,	Prepare damaged area for repairs. Repair cracks/damaged areas.	Lay paving slab with mortar. Fills joints.	
3	6	Remove paint from a wall. Apply Keykote to wall.	Measure and cut edgings. Fit edgings.	Vacuum the floor. Deep cleans the floor.	
4	8	Measure and mark tile. Cut tile with a tile cutter.	Fit wall tile. Grout wall tile.	Fit clips to laminate board. Lay laminate board.	

Grade 5 terms 1 – 4: Theoretical assessment tasks

Evidence of one theoretical task of formal assessment between weeks 2 – 09 as in the annual teaching plan must be available for quality assurance.