

Subject content	As a result, what students should know /understood	What students should be able to do	How students will be assessed	By when (Half term 1 > 5)
<p>A1 Functions and role of money</p> <p>A2 Different ways to pay</p> <p>A3 Current accounts</p> <p>A4 Managing personal finance</p>	<p>The ability to handle money received, and to control money paid, is a fundamental requirement for personal and business success. This success relies on understanding what ‘money’ is.</p> <p>Functions of money:</p> <ul style="list-style-type: none"> • unit of account, means of exchange, store of value, legal tender. • Role of money is affected and influenced by a number of factors: • personal attitudes towards risk and reward, borrowing, spending and saving • life stages (childhood, adolescence, young adult, middle age, old age), key features • of each stage, financial needs and implications at each stage • culture, including religious and ethical beliefs • life events can vary the personal life cycle from individual to individual • external influences/trends and the financial-related effects • interest rates, cost of borrowing versus reward of saving. • <p>Planning expenditure, common principles to be considered in planning personal finances: to avoid getting into debt, to control costs, avoid legal action and/or repossession, remain solvent, maintain a good credit rating, avoid bankruptcy, to manage money to fund purchases, generate income and savings, set financial targets and goals, provide insurance, against loss or illness, counter the effects of inflation.</p> <p>The use of money as a payment method, advantages and disadvantages of:</p> <ul style="list-style-type: none"> • cash, debit card, credit card, cheque, electronic transfer, direct debit, standing order, pre-paid cards, contactless cards, charge cards, store cards, mobile banking, Banker’s Automated Clearing Services (BACS) Faster Payments Service (FPS), Clearing House Automated Payment System (CHAPS). 	<p>Students should be able to use different personal scenarios and be able to explain how the function/role of money changes.</p>	<p>Weekly assessments</p> <p>Homework</p>	<p>HT1</p>

	<p>Different types, features, advantages and disadvantages, different services offered:</p> <ul style="list-style-type: none"> • standard, packaged, premium, basic, student <p>Suitability of different financial products and services against individual needs.</p> <p>Different types of borrowing, features, advantages and disadvantages:</p> <ul style="list-style-type: none"> • overdraft, personal loans, hire purchase, mortgages, credit cards, payday loans • Different types of saving and investment features, advantages and disadvantages: • individual savings accounts (ISAs), deposit and savings accounts, premium bonds, bonds and gilts, shares, pensions. • Risks and rewards of saving versus investment. • Different types of insurance products, features, advantages and disadvantages: • car, home and contents, life assurance and insurance, travel, pet, health. 			
<p>B1 Features of financial institutions</p> <p>B2 Communicating with customers</p> <p>B3 Consumer protection in relation to personal finance</p>	<p>Types of organisations and their advantages and disadvantages:</p> <ul style="list-style-type: none"> • Bank of England, banks, building societies, credit unions, National Savings and investments, insurance companies, pension companies, pawnbrokers, Payday loans. <p>Methods of interacting with customers, advantages and disadvantages:</p> <ul style="list-style-type: none"> • branch, online banking, telephone banking, mobile banking, postal banking • Function, role and responsibilities of: • Financial Conduct Authority (FCA) • Financial Ombudsmen Service (FOS) • Financial Services Compensation Scheme (FSCS) • Office of Fair Trading (OFT) • Legislation – consumer credit. <p>Function, role and responsibilities, advantages and disadvantages of:</p> <ul style="list-style-type: none"> • Citizens Advice • independent financial advisor (IFA) 	<p>Should explore the personal finance sector and be able to complete questions based on this for different scenarios.</p>	<p>Weekly test</p> <p>Practice exam questions</p> <p>Homework's</p>	<p>HT1</p>

<p>B4 Information guidance and advice</p>	<ul style="list-style-type: none"> • price comparison websites • money advice service • debt counsellors • Individual Voluntary Arrangements (IVAs) • Bankruptcy. 			
<p>C1 Purpose of accounting</p> <p>C2 Types of income</p> <p>C3 Types of expenditure</p>	<p>Recording transactions</p> <ul style="list-style-type: none"> • Management of business (planning, monitoring and controlling) • Compliance (preventing fraud, compliance with law and regulations) • Measuring performance • Control – assisting with the prevention of fraud, trade receivables and trade payables <p>Capital income:</p> <ul style="list-style-type: none"> • loan, mortgages, shares, owner’s capital, debentures. • Revenue income: • cash sales, credit sales, rent received, commission received, interest received, discount received. <p>Capital expenditure:</p> <ul style="list-style-type: none"> • non-current assets – tangible (land, buildings and premises, machinery and equipment, vehicles, fixtures and fittings) • intangible (goodwill, patents, trademarks, brand names). <p>Revenue expenditure:</p> <ul style="list-style-type: none"> • inventory, rent, rates, heating and lighting, water, insurance, administration, telephone, postage, stationery, salaries, wages, marketing, bank charges, interest paid, straight-line depreciation, reducing balance depreciation, discount allowed. 	<p>Students should understand the purpose of accounting and be able to explain why they are important to a business.</p>	<p>Weekly test.</p> <p>Practice exam questions</p> <p>Homework’s</p>	<p>HT1</p>

F1 Statement of comprehensive income	<ul style="list-style-type: none"> • Purpose and use. • Completion, calculation and amendment to include gross profit (revenue, opening inventories, purchases, closing inventories, cost of goods sold), calculation of profit/loss for the year (expenses, other income). 	Completion of statements of income and financial position and evaluation of a business's performance	Weekly test. Practice exam questions Homework's	HT2
F2 Statement of financial position	<ul style="list-style-type: none"> • Adjustments for depreciation (straight-line and reducing balance). • Adjustments for prepayments, accruals. • Interpretation, analysis and evaluation of statements. • Purpose and use.			
F3 Measuring profitability	<ul style="list-style-type: none"> • Completion, calculation and amendment of statement using vertical presentation to include: 			
F4 Measuring liquidity	<ul style="list-style-type: none"> • non-current assets (tangible and intangible, cost, depreciation and amortisation, net book value) • current assets (inventories, trade receivables, prepayments, bank, cash) • current liabilities (bank overdraft, accruals, trade payables) • net current assets/liabilities • non-current liabilities (bank loan and mortgage) • net assets • capital (opening capital, transfer of profit or loss, drawings, closing capital). 			
F5 Measuring efficiency	<ul style="list-style-type: none"> • Adjustments for straight line (cost $x\%$), depreciation, reducing balance • (cost – depreciation to date $x\%$). • Adjustments for prepayments, accruals. • Interpretation, analysis, and evaluation of statements. 			
F6 Limitations of ratios	Calculation, interpretation, analysis and evaluation of: <ul style="list-style-type: none"> • gross profit margin: $(\text{gross profit}/\text{revenue}) \times 100$ • mark-up: $(\text{gross profit}/\text{cost of sales}) \times 100$ • profit margin: $(\text{profit}/\text{revenue}) \times 100$ • return on capital employed (ROCE): $(\text{profit}/\text{capital employed}) \times 100$ • Calculation, interpretation, analysis and evaluation of: • current ratio: $\text{current assets}/\text{current liabilities}$ 			

	<ul style="list-style-type: none">• liquid capital ratio: $(\text{current assets} - \text{inventory}) / \text{current liabilities}$ <p>Calculation, interpretation, analysis and evaluation of:</p> <ul style="list-style-type: none">• trade receivable days: $(\text{trade receivable} / \text{credit sales}) \times 365$• trade payable days: $(\text{trade payables} / \text{credit purchases}) \times 365$• inventory turnover: $(\text{average inventory} / \text{cost of sales}) \times 365$• <p>Limitations of ratios when assessing business performance.</p>			
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