

Senior Leader Apprenticeship

STARE Template

Select a recent work project, task or scenario that will demonstrate your **skills** as outlined in the competencies selected on Onefile. Use this template to reflect upon that project, task or scenario and remember to write in the first person, about a situation that has occurred since the start of your apprenticeship. You must include a range of work products to evidence to demonstrate how you have applied the specific skills in the situation.

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| **SITUATION** – describe a situation or challenge that you have faced. |
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| **TASK** – describe the task that the situation required and why it was important**.** |
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| **ACTION** – describe the actions that you took, the obstacles that you overcame. |
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| **RESULT** – highlight outcomes that you achieved and how success was measured. |
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| **EVALUATE** – reflect on what happened on what you may do more of or differently if faced with the same situation again. |
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**\*Ensure that you highlight and annotate your completed reflection with the relevant criteria. There must be at least one piece of evidence that underpins your claim.\***