Level 1 – Personal Development (PD)
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Term 1 - Belonging

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
1	**Big Hello Week** **7 Sep**	☆	**Introduction to PD** › Why we do PD Tutorials › Attendance › How PD links to your course › Ice breakers activities	› To recognise the purpose of PD tutorials and being a COBC student › To ensure my attendance at PD tutorials remains above 90% › To recognise how PD links with your course		› Listening › Aiming High › Teamwork › Problem Solving	**World Suicide Prevention Day – 10 September**
2	**14 Sep**		**My Identity** › Who am I? › My impact › The importance of making the right choice	› To enhance self-understanding › To recognise the impact of positive choices › To identify the importance of individual responsibility		› Aiming High › Staying Positive	**International Day of Democracy – 15 September**
3	**21 Sep**		**Goals & Aspirations** › What I want to achieve in my time here	› To identify key personal goals and aspirations › To develop an action plan › To identify strategies to stay motivated and on track		› Aiming High › Staying Positive	**World Alzheimer's Day – 21 September**
4	**28 Sep**	☆	**Social Awareness** › Knife Crime › CSE › County Lines	› To recognise the dangers of knife crime, Child Sexual Exploitation (CSE), and County Lines › To recognise unsafe situations, warning signs, and ways to stay safe › To identify who to ask for help and how to report concerns to trusted adults or support services		› Listening › Speaking	
5	**5 Oct**	☆	**Safeguarding – Personal Safety** › Online › In my community › In college	› To recognise & implement safe online practices › To create an awareness of personal safety and how to apply personal safety measures › To identify college safety policies and resources		› Listening › Speaking	**Black History Month** **National Hate Crime Awareness Week – 11 October** **World Mental Health Day – 10 October**
6	**12 Oct**	☆	**Equality, Diversity, Equity,& Inclusion** › What is EDEI? › Respecting diversity › What is College of Sanctuary	› To recognise the principles of equality & equity › To identify the importance of diversity › To demonstrate inclusive behaviours		› Listening › Speaking	
7	**19 Oct**	☆	**PREVENT & British Values** › What is Prevent? › *Create a display › What are British Values? ***Revisit 1: Safeguarding***	› To identify current knowledge on BV & Prevent › To raise awareness of risks and responsibilities › To develop one's own critical thinking, resilience and respectful dialogue		› Listening › Speaking › Creativity › Teamwork	**World Values Day – 22 October**
Half Term Break							

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Term 2 – Excellence & Your Best Self

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
8	2 Nov		**Healthy Relationships** › Friendships › Sexual health › Family life › Pornography	› To raise awareness of the importance of healthy relationships › To develop knowledge of sexual health › To access tools for healthy family relationships		› Listening › Speaking	**Movember – Men's Health Awareness Month**
9	9 Nov		**Well-being: Mental health**	› To develop awareness of mental health and wellbeing, including recognising signs of stress or anxiety › To build social awareness by understanding how behaviour and language can affect others › To identify ways to seek help and support others in a respectful and responsible way		› Listening › Speaking › Staying Positive	**Armistice Day – 11th November** **World Kindness Day – 13th November**
10	16 Nov		**Well-being: Physical health** › Diet › Sleep › Lifestyle › Risky behaviour	› To develop knowledge of good lifestyle choices and the impact on our physical health › To recognise the impact of poor lifestyle choices › To reflect on the importance of healthy eating, sleep and physical activity		› Listening › Speaking	
11	23 Nov		**Digital Safety** › AI › Misinformation › Disinformation ***Revisit 2: E, D, E & I***	› Understand the difference between misinformation and disinformation in online and AI-generated content › To recognise how AI can be used to spread false or misleading information › To develop skills to question, check, and verify information found online		› Listening › Speaking	
12	30 Nov	Social Action	**Health & Well-being Campaign 1** › Student in-house pop up	› To increase knowledge and awareness of health & well-being › To recognise the importance of healthy behaviours and habits › To contribute yourself as a member of a supportive community		› Creativity › Teamwork › Aiming High › Staying Positive	**International Day of People with Disabilities – 3rd December** **International Volunteer Day – 5th December**
13	7 Dec	Social Action	**Health & Well-being Campaign 2**	› To implement your campaign around healthy living to raise awareness to others on the impact of making healthier choices		› Listening › Speaking › Staying Positive › Teamwork	**Human Rights Day – 10th December**
14	17 Dec		**Stop the Tracks Week**	› Specific time allocated to you to engage in a pastoral 1-1 & at least 3 activities relevant to personal development- see timetable guidance provided at the time to book on.		› Creativity › Problem Solving › Teamwork › Leadership	**International Migrants Day - 18th December**
				Winter Break			

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Term 3 – Opportunities & Networking

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
15	4 Jan	☆	**Employability Skills & Behaviours** › How to work as part of a team in the workplace › Why is this important? › *Industry specific ***Revisit 3: PREVENT & British Values***	› To recognise the importance of team dynamics in the workplace › To develop collaboration skills & use these effectively › To identify the importance of accountability and responsibility		› Teamwork › Listening › Speaking › Staying Positive	**Veganuary** **BRIT Challenge 2027**
16	11 Jan	☆ G 💬	**Digital Literacy for Employability 1**	› To recognise how digital skills support employability and workplace success › To identify safe and professional online behaviours › To apply digital tools effectively for job search, applications, and communication		› Listening › Speaking	**World Religion Day - 17th January**
17	18 Jan	☆ G 💬	**Digital Literacy for Employability 2** › Emails › Telephone › Conduct when communicating	› To identify the importance of effective communication › To develop knowledge on telephone etiquette › To be able to communicate professionally via email		› Listening › Speaking	
18	25 Jan		**My Positive Mindsets** › Conflict resolution in the workplace › Impact of poor communication › ***Case study examples***	› To recognise the skills needed to develop a positive mindset › To develop conflict resolution skills › To identify the impact of poor communication		› Listening › Speaking › Staying Positive › Aiming High	**International Day of Education - 26th January**
19	1 Feb	G	**Personal Branding** › LinkedIn › Grofar › Digital CV ***Revisit 4: Healthy Relationships***	› To recognise what personal branding is and why it matters for employability › To create or update a professional profile on LinkedIn or Grofar › To develop a digital CV that presents their skills and experience effectively		› Listening › Speaking	**LGBT History Month**
20	8 Feb	G	**Employer Encounter** › Guest speaker relevant to industry	› To gain exposure to real-world perspectives of industry & reflect on your own journey into industry › To Inspire and motivate students › To create networking and relationship building opportunities		› Listening › Speaking	**National Apprenticeship Week**

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Term 4 - Destination

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
21	22 Feb	G	**My Destination** › Career roadmap › Goal setting ***Revisit 5: Digital safety***	› To revisit personal goals and aspirations › To identify challenges and ways of overcoming these to enable you to reach your destination › To develop effective decision-making skills		› Listening › Speaking › Aiming High › Staying Positive	
22	1 Mar	G	**My Challenges & Barriers to Success** › Reflect › Prepare › Achieve › SWOT analysis	› To identify any challenges/barriers to success › To devise strategies to overcome challenges/barriers › To identify strengths, weaknesses, opportunities and threats (SWOT) to chosen career ambition		› Listening › Speaking › Aiming High › Staying Positive › Problem Solving	**International Women's Day - 8th March**
23	8 Mar	G	**Labour Market Information (LMI)** › Explore the job market	› To recognise what Labour Market Information (LMI) is and why it is important when exploring careers › To identify current job trends, growth sectors, and in-demand skills in the job market › To enable students to use the LMI to make more informed decisions about future career and education choices		› Listening › Speaking › Aiming High	**Young Carers Action Day – 16th March**
24	14 Mar	G	**Employability Readiness: Work Experience** › How to get Work Experience	› To recognise the benefits of Work experience › To create opportunities to gain work experience › To identify and develop key employability skills that will be needed for engaging in work experience		› Listening › Speaking	**International Day of Happiness - 20th March**
25	22 Mar	G	**Stop the Tracks Week**	› Specific time allocated to you to engage in a pastoral 1-1 & at least 3 activities relevant to personal development- see timetable guidance provided at the time to book on		› Creativity › Problem Solving › Teamwork › Leadership	
Half term Break							

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Term 5 - Beyond

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
26	12 Apr	☆	**Financial Education** › Employability & Personal Finance	› To recognise basic financial skills linked to employability and everyday life › To identify the importance of managing money, budgeting, and making safe financial choices › To develop confidence in handling personal finances and preparing for work and independence		› Listening › Speaking › Aiming High	
27	19 Apr	☆	**Financial Exploitation**	› To recognise what financial exploitation is and be aware of common warning signs › To identify situations where individuals may be pressured or manipulated into giving money or financial details › To recognise how to protect personal finances and where to seek help or report concerns		› Listening › Speaking	**Earth Day – 22nd April** **National Stephen Lawrence Day – 22nd April**
28	26 Apr		**Revision Techniques for Exams** › Memory › Teaching back › Repetition › Revision skills (discipline)	› To develop effective strategies for revision techniques › To develop good time management skills › To recognise the importance of an individualised revision plan & create one for use.		› Listening › Speaking › Aiming High › Staying Positive	
29	3 May	G	**Self-Care for Exams** › Mock budgeting activity › Financial planning for the future	› To recognise the importance of self-care and benefits of mindfulness › To develop key coping strategies for managing pressure › To be able to demonstrate calmness and resilience		› Staying Positive › Listening › Speaking	
30	10 May	Social Action G	**Youth Social Action 1** › Youth Social Action Activity– Plan & Prepare ***Revisit 6: Financial Education***	› To identify what Youth Social Action is › To recognise the benefits of Youth Social Action to the wider community › To plan your own Youth social action activity		› Listening › Speaking › Aiming High › Staying Positive	**World Day for Cultural Diversity Dialogue & Development – 21st May**
31	17 May	G Social Action	**Youth Social Action 2** › Youth Social Action activity – Implement & Refection	› To implement your planned youth social action activity › To create marketing materials to promote your youth social action activity › To resource your youth social action activity › To reflect on the impact of your youth social action activity		› Listening › Speaking › Creativity › Teamwork › Leadership › Staying Positive	
32	24 May	G	**Competition Week**	› To develop teamwork, collaboration, and communication skills through competitive activities › To demonstrate problem-solving and creative thinking under time or task constraints › To reflect on personal performance and set goals for improvement		› Listening › Speaking › Teamwork › Aiming High	
Half Term Break							

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Term 6 – Beyond

Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
33	7 Jun		**My Next Steps** › Applications › Destination plan	› To reflect and celebrate progress made › To reflect on action plan and goals set in Term 1 › To secure a destination for next academic year		› Aiming high › Staying Positive	**Pride Month** **World Environment Day - 5th June**
34	14 Jun		**Grofar: Digital CV Reflection** ***Revisit 7: End of Year PD Topic Revsit***	› Time to reflect on your year and update of your Grofar in creation of your digital CV		› Aiming high › Staying Positive	**World Refugee Day - 20th June**
35	21 Jun	G	**Celebration Week** **Stop the Tracks Week**	› Specific time allocated to you to engage in a pastoral 1-1 & at least 3 activities relevant to personal development- see timetable guidance provided at the time to book on.		› Creativity › Problem Solving › Teamwork › Leadership	

Areas of PD	Careers	Employer Encounter	Youth Social Action	Enrichment	World Awareness	Health & Wellbeing	Work Experience
Token Colour							



KEY:

- Mandatory Topics
- Log on Grofar
- Youth Social Action Project
- College Wide Digital Badge