Level 2 – Personal Development (PD)
Scheme of Work 26/27

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 › Speaking	**World Suicide Prevention Day – 10 September**
2	**14 Sep**	☆	**Equality, Diversity Equity, & Inclusion** › Everyone Belongs › College community › Belonging › College of Sanctuary › Accepting others	› To identify the meaning of belonging › To demonstrate empathy and respect for others › To recognise the importance of community cohesion		› Listening › Speaking	**International Day of Democracy – 15 September**
3	**21 Sep**		**My Identity** › Who am I? › Respect › Building relationships › Overcoming conflict in friendships	› To enhance self-understanding › To recognise the importance of positive interactions with others › To identify and develop effective conflict resolution skills		› Aiming High › Staying Positive	**World Alzheimer's Day – 21 September**
4	**28 Sep**	☆	**Safeguarding – Personal Safety** › Online safety › Social Conduct › Digital footprint › Keeping safe on social media	› To recognise the risks posed online › To recognise the importance of digital citizenship and ethical behaviour online › To develop critical thinking and media literacy skills		› Listening › Speaking	
5	**5 Oct**	☆	**Social Awareness** › Knife Crime › CSE › County Line	› 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	**Black History Month** **National Hate Crime Awareness Week – 11 October** **World Mental Health Day – 10 October**
6	**12 Oct**	☆	**PREVENT & British Values** › What is Prevent and BV? › Discussion › Produce group presentation	› To demonstrate 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 › Teamwork	
7	**19 Oct**		**Communication** › Effective communication › Tools to avoid conflict › Conveying a message › Conduct & emotion ***Revisit 1: E, D, E & I***	› To identify the importance of good communication › To recognise and develop emotional intelligence › To develop effective conflict resolution skills		› Listening › Speaking	**World Values Day – 22 October**
			Half Term Break				

Level 2 – Personal Development (PD)
Scheme of Work 26/27

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	G	**Mental health** › What is mental health? › Why do we take care of our mental health? › What happens if we don't?	› To develop good mental health habits › To recognise the importance of mental health care › To identify the consequences of neglecting one's mental health		› Listening › Speaking › Staying Positive	**Movember – Men's Health Awareness Month**
9	9 Nov	G	**Physical Health** › What are good lifestyle choices? › Impact of poor lifestyle choices › Diet & exercise	› To develop good lifestyle choices and recognise the impact on our physical health › To recognise the impact of poor lifestyle choices › To identify the importance of healthy eating and physical activity		› Listening › Speaking › Staying Positive	**Armistice Day – 11th November** **World Kindness Day – 13th November**
10	16 Nov	G	**Taking Care of Myself** › Strategy for keeping safe › Changing habits › Sleep/Food/Vaping	› To develop practical safety strategies › To recognise important habit changing strategies › To enhance your self-care skills		› Listening › Speaking › Staying Positive › Aiming High	
11	23 Nov	☆ G	**Healthy Relationships** › Support network › Someone to talk to › Sexual health › Pornography	› To recognise the importance of having a support network › To develop knowledge of sexual health › To develop healthy behaviours, attitudes and boundaries		› Listening › Speaking	
12	30 Nov	☆	**Digital Safety** › Artificial Intelligence (AI) › Misinformation › Disinformation	› To recognise how AI can create and spread misinformation and disinformation online › To recognise the social impact of false information on individuals and communities › To develop skills to question, check, and responsibly share information online		› Listening › Speaking	**International Day of People with Disabilities – 3rd December** **International Volunteer Day – 5th December**
13	7 Dec	Social Action G	**Youth Social Action** › Making a difference in the Community	› To recognise what youth social action is and how young people can make a positive difference in their community › To identify local or global issues where individuals can act or get involved › To explore ways to plan and participate in activities that support community change		› Listening › Speaking › Teamwork › Aiming High	**Human Rights Day – 10th December**
14	14 Dec	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	**International Migrants Day - 18th December**
Winter Break							

Level 2 – Personal Development (PD)
Scheme of Work 26/27

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**	› To identify key employability skills valued by employers, such as teamwork, communication, and reliability › To recognise how these skills can be developed through education, work experience, and everyday activities › To recognise how to demonstrate employability skills in job applications and workplace situations		› Listening › Speaking	**Veganuary** **BRIT Challenge 2027**
16	11 Jan		**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		**Digital Literacy for Employability 2** › Emails › Telephone › Conduct when communicating ***Revisit 2: Safeguarding***	› 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		**Networking & Personal Branding** › LinkedIn › Grofar › Digital CV	› 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	**International Day of Education - 26th January**
19	1 Feb		**Digital Skills: AI for Employability** ***Revisit 3: PREVENT & British Values***	› To recognise how AI is used in the workplace and how it can support different job roles › To identify ways AI tools can help with tasks such as research, writing, and job applications › To recognise the importance of using AI responsibly and ethically in professional settings		› Listening › Speaking	**LGBT History Month**
20	8 Feb		**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 › Aiming High	**National Apprenticeship Week**
			Half Term Break				

Level 2 – Personal Development (PD)
Scheme of Work 26/27

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		**My Next Steps** › Revisit my goals › Current progress › What I need to do › Maths & English ***Revisit 4: Digital safety***	› To recognise and celebrate current progress made › To develop steps to achieve goals › To develop resources needed to achieve goals		› Listening › Speaking › Aiming High › Staying Positive	
22	1 Mar		**My Ambition** › Study Skills › SWOT analysis	› To recognise career ambitions › To identify strengths, weaknesses, opportunities and threats (SWOT) to chosen career ambition › To develop skills needed for chosen career ambition		› Listening › Speaking › Staying Positive	
23	8 Mar		**My Options** › What are Apprenticeships? › What are T-Levels? › Entry requirements	› To develop knowledge of what apprenticeships are and opportunities available › To develop knowledge of what T-Levels are and opportunities available › To identify entry requirements and pathwawys		› Listening › Speaking › Aiming High	**nternational Women's Day - 8th March**
24	14 Mar		**Reflection** › How to use feedback › Importance of reflection › Using reflection to inform next steps ***Revisit 5: Healthy Relationships***	› To recognise the benefits of using feedback positively › To develop reflective skills › To identify how to use reflection positively		› stening › Speaking › Staying Positive	**Young Carers Action Day – 16th March** **International Day of Happiness - 20th March**
25	22 Mar		**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	

Level 2 – Personal Development (PD)
Scheme of Work 26/27

Term 5 - Beyond

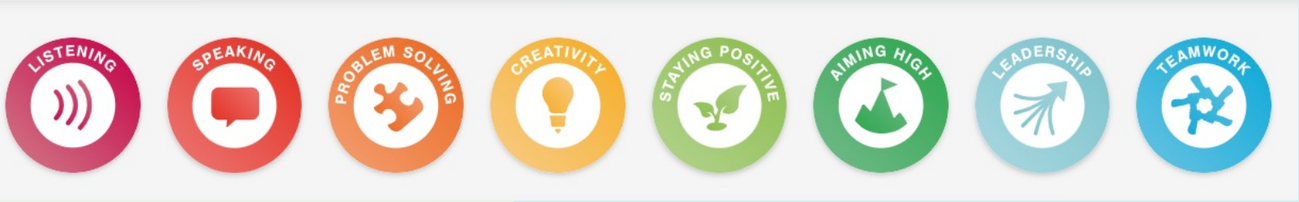
Week	W/C	Mandatory Topics	Topic	Intended Outcomes	Work Ready Tracker	Skills I will develop from this session	National Awareness Days/Weeks/Months
26	12 Apr	☆	**Financial Education: Personal & in the Workplace** › Budgeting › Cost of living › Future finance › Pay	› To recognise the importance of good financial literacy, budgeting skills and future financial planning › To develop knowledge of the cost of living › To develop knowledge of pay and employment contracts		› Listening › Speaking	
27	19 Apr	☆	**Financial Education: Financial Exploitation**	› To recognise what financial exploitation is and the different forms it can take › To recognise common warning signs and risk factors associated with financial abuse › To identify the policies, procedures, and legal responsibilities related to safeguarding.		› Listening › Speaking › Staying Positive	**Earth Day – 22nd April** **National Stephen Lawrence Day – 22nd April**
28	26 Apr		**Exam Techniques & Revision** › Repetition › Displays & note taking › Teaching back › How to improve memory	› To develop effective individual study strategies and revision techniques › To gain knowledge of the benefits of good time management skills › To recognise the benefits of establishing an effective support network		› Listening › Speaking	**Local & Community History Month**
29	3 May	G	**Employability Readiness: Interviews** › How to prepare for an interview › How to present at interviews › Mock speed interviews	› To recognise the purpose of a job interview and what employers are looking for › To develop confidence in answering common interview questions through mock interview practice › To identify ways to prepare for interviews, including research, presentation, and communication skills		› Listening › Speaking	
30	10 May	Social Action G	**Youth Social Action 1** › Plan and prepare ***Revisit 6: Financial Education***	› To revisit what youth social action is and how it can create positive change in the community › To identify a community issue and explore ideas for a project to address it › To work collaboratively to plan and organise the key steps of a social action project		› Listening › Speaking › Creative › Teamwork	
31	17 May	G Social Action	**Youth Social Action 2** › Implement and reflect	› To develop and present ideas for the youth social action project › To collaborate to refine the plan and identify roles or next steps › To reflect on the potential impact of the project and the skills developed through participation.		› Listening › Speaking › Creativity › Teamwork	**World Day for Cultural Diversity Dialogue & Development – 21st May**
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			
			Half Term Break				

Level 2 – Personal Development (PD)
Scheme of Work 26/27

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 Progress: Reflection** › How far I have come › Action plan & next steps	› To recognise the importance of reflectinwg on employability and personal progress › To identify strengths, achievements, and areas for improvement › To develop an action plan with clear next steps to support ongoing development		› 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