Level 3 Y1 – 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 › Staying positive	**World Suicide Prevention Day – 10 September**
2	**14 Sep**		**Goals & Aspirations** › My learning Journey › Barriers & challenges › Targets › Grofar app	› To identify individual personal goals and aspirations › To highlight the potential barriers and challenges and how to overcome them › To develop goal-setting skills – SMART Targets		› Aiming High › Staying Positive › Problem Solving	**International Day of Democracy – 15 September**
3	**21 Sep**	☆	**Equality, Diversity, Equity & Inclusion** › Our college community › Accepting difference › Celebrating diversity	› To increase awareness of equality, equity, diversity and inclusion › To develop respectful and inclusive behaviours › To empower advocacy and action		› Listening › Speaking	**World Alzheimer's Day – 21 September**
4	**28 Sep**		**Growth Mindset** › What is it? › Theory › How can it be used?	› To recognise what having a growth mindset means › To develop growth mindset principles in personal and college life › How to identify fixed mindset patterns		› Staying Positive › Listening › Speaking	
5	**5 Oct**	☆	**PREVENT, British Values & College of Sanctuary** › Embedding Prevent & British Values into the workplace › ***Create display***	› To demonstrate current knowledge on BV, Prevent & COS › To raise awareness of risks and responsibilities › To develop one's own critical thinking, resilience and respectful dialogue		› Listening › Speaking › Creativity	**Black History Month** **National Hate Crime Awareness Week – 11 October** **World Mental Health Day – 10 October**
6	**12 Oct**	☆	**Safeguarding** › Online – Misinformation & Disinformation › Community › College	› To recognise 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	
7	**19 Oct**		**My Identity** › Who am I? › Being respectful › Feeling confident & Self assured	› To develop increased self-awareness › To promote knowledge of acceptance and Inclusivity › To empower self-expression		› Listening › Speaking	**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	G	**Mental health** › Mindfulness › Strategy to care for oneself ***Revisit 1: E, D, E & I***	› To develop self-awareness and knowledge of mental health › To better recognise coping strategies and self-care practices › To raise awareness of support systems and resources		› Listening › Speaking › Staying Positive	**Movember – Men's Health Awareness Month**
9	9 Nov	G	**Physical Health** › Lifestyle choice – Drugs, Alcohol › Sleep › Diet	› To increase awareness in the benefits of balanced and nutritious eating habits › To identify the importance and impact of regular exercise and sleep › To develop healthy lifestyle choices		› Listening › Speaking › Staying Positive › Aiming High	**Armistice Day – 11th November** **World Kindness Day – 13th November**
10	16 Nov	☆ G	**Healthy Relationships** › Case studies (relevant) › Sexual health › Red Flags/Green Flags	› To develop knowledge of healthy relationships › To enhance knowledge of sexual health and safety › To develop respectful and inclusive attitudes		› Listening › Speaking	
11	23 Nov	☆ G	**Personal & Digital Safety** › How to keep yourself safe › AI – What is real? › Social media – Pitfalls	› To develop knowledge of potential risks to personal safety › To identify practical safety skills and strategies to reduce vulnerability to harm › To empower advocacy and support available for personal safety		› Listening › Speaking	
12	30 Nov		**Organisational Skills** › Organisation skills to reduce worry & stress	› To identify the importance of time management skills › To develop planning and prioritisation skills › To develop stress management techniques		› Listening › Speaking	**International Day of People with Disabilities – 3rd December** **International Volunteer Day – 5th December**
13	7 Dec	G	**Well-being** › Self-care › Kindness › Enrichment ***Revisit 2: PREVENT & British Values***	› To promote holistic well-being › To develop knowledge around empathy and compassion › To expand personal growth through enrichment		› Listening › Speaking › Teamwork	**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

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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** › Importance of time keeping › Communication › Reliability	› To recognise the importance of good timekeeping and its impact on performance and productivity › To develop communication skills and enhance professional relationships › To enhance reliability skills and professional reputation		› Listening › Speaking	**Veganuary** **BRIT Challenge 2027**
16	11 Jan		**Effective Communication** › Barriers/Challenges ***Revisit 3: Safeguarding***	› To develop knowledge of effective communication principles › To recognise and manage communication barriers › To identify how to develop communication skills		› Listening › Speaking › Staying Positive	**World Religion Day - 17th January**
17	18 Jan		**Strategic Thinking: A Debate Session (1)** › Student Choice › Everyone's opinion matters	› To develop strategic thinking by forming clear arguments and considering different viewpoints › To inspire students to express and defend their ideas in a structured debate › To enhance decision-making through evaluating evidence and reflecting on outcomes		› Listening › Speaking › Staying Positive	
18	25 Jan		**How to gain WEX & Part-time work** › Volunteering › YSA › Benefits of this for progression	› To Identify ways to gain work experience and part-time work, including volunteering and programmes › To recognise how these experiences build skills such as teamwork, communication, and responsibility › To recognise the benefits for future progression into further education, apprenticeships, or employment		› Listening › Speaking › Aiming High	**International Day of Education - 26th January**
19	1 Feb		**LinkedIn** › Networking › Personal branding › Professional development ***Revisit 4: Healthy Relationships***	› To recognise how to use LinkedIn for networking and building professional connection › To develop personal branding by presenting skills, achievements, and a positive online presence › To recognise how networking and professional development support future career opportunities		› Listening › Speaking › Aiming High › Creativity	**LGBT History Month**
20	8 Feb		**Employer Encounter**	› 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							

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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	☆	**Financial Education: Employability** › Tax › National Insurance › Understanding Pay Slips ***Revisit 5: Digital Safety***	› To recognise how HM Revenue and Customs (HMRC) manage tax and National Insurance contributions › To develop knowledge on how to read and interpret payslips, including earnings, deductions, and net pay › To recognise how taxes and deductions impact income and financial planning		› Listening › Speaking	
22	1 Mar	☆	**Financial Education: Personal Finance** › Mortgages & Interest Rates › Loans › Bank accounts	› To recognise how mortgages, loans, and interest rates work in managing money and borrowing › To develop knowledge about different types of bank accounts and how to use them effectively › To recognise the impact of borrowing and interest on long-term financial decisions		› Listening › Speaking	
23	8 Mar	G	**My Choices** › Job market › University › Apprenticeship › Labour Market Information (LMI)	› To recognise the job market options › To identify the different choices available › To develop knowledge of labour market trends		› Listening › Speaking › Aiming High	**International Women's Day - 8th March**
24	14 Mar	☆ G 💬	**Digital Literacy for Employability**	› 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	**Young Carers Action Day – 16th March** **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	Social Action, G	**Strategic Thinking: A Debate Session (2)** › Community ***Revisit 6: Financial Education***	› To develop strategic thinking by forming and evaluating arguments on community-based issues. › To empower students in expressing ideas while respecting different viewpoints › To recognise the importance of community involvement in decision-making and problem-solving		› Listening › Speaking › Staying Positive	
27	19 Apr	☆	**Social Awareness** › Knife crime › County lines › CSE	› To develop awareness and knowledge of knife crime, county lines, CSE and Prevent › To identify support networks › To recognise how communities are affected		› Listening › Speaking	**Earth Day – 22nd April** **National Stephen Lawrence Day – 22nd April**
28	26 Apr	Social Action, G	**Youth Social Action 1** › Introduction to Youth Social Action › Concern for others › Case studies › Fundraiser	› To develop self-reflection and awareness of what matters to students › To empower personal growth and fulfilment › To reflect on what matters to the community and social responsibility		› Listening › Speaking	**Local & Community History Month**
29	3 May	Social Action, G	**Youth Social Action 2**	› To identify what Youth Social Action is › To recognise the benefits of Youth Social Action to students and the wider community › To raise awareness of where to find volunteering opportunities		› Listening › Speaking	
30	10 May	Social Action, G	**Youth Social Action 3**	› To implement your planned youth social action project › To create marketing materials to promote your youth social action project › To resource your youth social action project		› Listening › Speaking › Creative › Teamwork	
31	17 May	G	**Where Next – Post 18 Choices & Options**	› To identify post-18 pathways including further education, apprenticeships, employment, and training options › To explore how personal interests, skills, and goals influence future career decisions › To develop skills in planning next steps and making informed choices about the future		› Listening › Speaking › Aiming High › Staying Positive	**World Day for Cultural Diversity Dialogue & Development – 21st May**
32	24 May	G	**Personal Statements** › Work › UCAS › Apprenticeships	› To recognise the skills needed to write effective personal statements that highlight skills, experiences, and achievements › To explore pathways into work, UCAS applications, and apprenticeships › To develop confidence in presenting themselves professionally when applying for future opportunities		› Listening › Speaking › Aiming High › Staying Positive	

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		**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	**Pride Month** **World Environment Day - 5th June**
34	14 Jun	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 › Staying Positive	**World Refugee Day - 20th June**
35	21 Jun	G	**Stop the Tracks Week** **Personal Development 1 to 1** **Enrichment**	› 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