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| **SCHOOL OF – HEALTH, SOCIAL AND CHILDCARE**  **SCHEME OF WORK 2012-2013** | | | | | |  |
| **COURSE: BTEC Extended Diploma in HSC Yr 2 UNIT:6 PPD**  **TUTOR: Tania Davies DAY/TIME:Wednesday 12.45-2.15pm** | | | | | |  |
| **WEEKS** | **TOPICS** | **CONTENT** | **TEACHING & LEARNING ACTIVITIES** | **RESOURCES** | **ASSESSMENT** | **Links to Essential and Wider skills** |
| 1-10th Sept | Re-cap on unit content | Discuss criteria achieved to day  Reflect on achievement to date | Syllabus, Student files, assignment planner  portfolio building exercice | Pens, files | Communicating in groups,  Organising work and portfolio building | C2.2 –Read and summarise information |
| 2-17th Sept | Re-visit Action plan | Review of action plan – Produce evidence of own progress against action plan | Collate evidence of progress achieved in year 1 of course | Action plan  Pens, files, assignment planner, work placement paperwork | Communicating in groups,  Organising work and portfolio building | C1.1 – Discussion  C2.2 –Read and summarise information |
| 3-24th Sept | Re-visit Action plan | Review of action plan – Produce evidence of own progress against action plan | Collate evidence of progress achieved in year 1 of course | Action plan  Pens, files, assignment planner, work placement paperwork | Communicating in groups,  Organising work and portfolio building | C1.1 – Discussion  C2.2 –Read and summarise information |
| 4-1st October | Assess how action plan has helped support own development over the duration of the programme | Timed essay to meet M2 criteria | Essay | Pens paper, 1.5 hours | Written exercise |  |
| 8th October | Assess how action plan has helped support own development over the duration of the programme | Tutor one to one session to discuss essay. | Students can use the opportunity to type up essay draft or work on re-submission | IT session and one to one | Written work and opportunity to reflect upon essay | C1.1 – Discussion |
| 6-15th October | University research | Using internet to investigate career pathways and University places | Students researching different University pathways | IT session | Extracting information from internet | C2.2 –Read and summarise information |
| 7-22nd October | Writing a UCAS application | Collating information required to write personal statement for UCAS | Drafting personal statement | IT, notes | Improving own learning  Written exercise | Improving own learning  C2.2 –Read and summarise information |
| 8- 29th October | **HALF TERM** |  |  |  |  |  |
| 9-5TH November | Writing a UCAS application | Collating information required to write personal statement for UCAS | Drafting personal statement | IT, notes | Improving own learning  Written exercise | Improving own learning  C2.2 –Read and summarise information |
| 10-12th November | Writing a UCAS application | Collating information required to write personal statement for UCAS | Drafting personal statement | IT, notes | Improving own learning  Written exercise | Improving own learning  C2.2 –Read and summarise information |
| 11-19th November | Children in need | Fundraising event for Children in Need |  |  | Working with others, problem solving | Working with others, problem solving |
| 12-26th November | Reflection of children in Need event | Reflection on the event. Advantages, disadvantages, moving forward and recommendations for next year | Discussion as a whole group, individual work on own perception of the event | Pens, paper, | Reflecting on learning  Written exercise | C1.1 – Discussion |
| 1-3rd December | Reflection of units for year 2 | A reflection of the Year 2 units  Reflective account of each unit to date | Student files, course planner  ‘ What’s the Verdict’ |  | Reflecting on learning  Written exercise | C1.1 – Discussion |
| 14-10th December | Reflection of units for year 2 | A reflection of the Year 2 units  Reflective account of each unit to date | Student files, course planner  ‘ What’s the Verdict’ |  | Reflecting on learning  Written exercise | C1.1 – Discussion |
| 15-17th December | One to one session | Tutor/student one to one session looking at file progress to date | PPD files |  | Portfolio building  Assessing files to date | C1.1 – Discussion |
| 16-24th December | **Christmas Hols** |  |  |  |  |  |
| 17-31st December | **Christmas Hols** |  |  |  |  |  |
| 18 -7th January | Theories of Learning | Using a case study to examine links between theory and practice | Mr Brahmin case study  Whole group exercise | Pens and whiteboard | Extracting information from a written source  Applying knowledge to case study | C1.1 – Discussion  C2.2 –Read and summarise information |
| 19-14th January | Theories of Learning | Re-cap on the learning theories discussed in year 1 Honey and Mumford, Kolb, Maslow, | Using theory to support practice |  | Extracting information from a written source  Applying knowledge to case study | C1.1 – Discussion  C2.2 –Read and summarise information |
| 20-21st January | Theories of Learning | Using a case study to examine links between theory and practice | Mr and Mrs Jones case study  Whole group exercise | Pens and whiteboard | Extracting information from a written source  Applying knowledge to case study | C1.1 – Discussion  C2.2 –Read and summarise information |
| 21-28th January | Theories of Learning | Using a case study to examine links between theory and practice | Victoria House residential care home case study  Whole group exercise | Pens and whiteboard | Extracting information from a written source  Applying knowledge to case study | C1.1 – Discussion  C2.2 –Read and summarise information |
| 22-4th February | Theories of Learning | Using a case study to examine links between theory and practice | Using own placement experiences to make links between theory and practice – M3 | Pens and whiteboard | Extracting information from a written source  Applying knowledge to case study | C1.1 – Discussion  C2.2 –Read and summarise information |
| 23-11th February | **Half Term** |  |  |  |  |  |
| 24- 18th February | Reflecting on key influences on personal learning P1 | Assessing the impact of key influences on the personal learning process on own learning | Small group session discussing how key influences in year 2 has affected the learning process | Notes taken on discussion | Communication, working within a small group  Feeding back to whole class | C1.1 – Discussion |
| 25-25th February | Reflecting on key influences on personal learning P1 | Timed essay - Assessing the impact of key influences on the personal learning process on own learning | Re-visit last session notes and use to produce an essay for M1 | Pens and notes from previous session | Written exercise |  |
| 26-4th March | How personal learning and development may benefit others | Using the knowledge and skills in the workplace | Reflection on own personal learning | Pens paper | Written exercise | C1.1 – Discussion |
| 27-11th March | Career talk | Career talk Learner Services |  |  | Portfolio building | C1.1 – Discussion |
| 28 – 18th March | Career talk | Career talk Learner Services |  |  | Portfolio building | C1.1 – Discussion |
| 29-25th March | **Easter Hols** |  |  |  |  |  |
| 30-1st April | **Easter Hols** |  |  |  |  |  |
| 31-8th April | **Easter Hols** |  |  |  |  |  |
| 32 -15th April | Research into one local health or social care provider | Internet research into local HSC providers | One to one supervision and support | Internet, student files, | IT research | C2.2 –Read and summarise information |
| 33-22nd April | Research into one local health or social care provider | Internet research into local HSC providers | One to one supervision and support | Internet student files | IT research | C2.2 –Read and summarise information |
| 34-29th April | Research into one local health or social care provider | Produce a booklet on one local HSC provider | One to one supervision and support |  | Using Microsoft publisher |  |
| 35- 6th May | **May Bank Holiday Monday** |  |  |  |  |  |
| 36 -13th May | Research into one local health or social care provider | Present to the rest of group how the local provider fits into the National HSC provision | Student presentations |  | Presentation skills, Communication | C1.1 – Discussion |
| 37-20th May | Research into one local health or social care provider | Present to the rest of group how the local provider fits into the National HSC provision | Student presentations |  | Presentation skills, Communication | C1.1 – Discussion |
| 38-27th May | **Half Term** |  |  |  |  |  |
| 39-3rd June | Evaluate own learning at the duration of the programme | Essay on personal development at the end of the programme |  |  |  |  |
| 40 -10th June | Portfolio building |  |  |  |  |  |
| 41 – 17th June | Portfolio building |  |  |  |  |  |
| 42 -24th June | Portfolio building |  |  |  |  |  |
| 43- 1st July | **Admin Week** |  |  |  |  |  |
| Notes:  Students to collate notes, work and materials from other units and photocopy for PPD file | | | | | |  |