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**Planning Meeting Term 3 2019/20**

**Learner’s Name \_\_\_\_\_\_**Tang Lee**\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form Tutor \_\_\_Sue Per\_\_\_\_\_\_\_\_\_\_\_\_ Date completed:\_\_\_/\_\_\_/\_\_\_**

**PURPOSE OF MEETING:**

1. **Checking in – how is everything going?**
2. **Summarise learning goals for Term 3**
3. **Is there any support (learner or parent/carer) needed?**
4. **Agree the Term 3 Learning Plan**
5. **Agree how progress will be monitored and feedback provided**

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| **Checking In – how is everything going?** |
| Tang is happy to be spending time with his family. He can call his social worker if there is a problem. He is finding it hard to get up in the morning as he is going to bed very late. He does argue with his brother sometimes. He is missing the rest of his family who he usually sees all the time. He has got work to do but some of it is boring and he doesn’t have a laptop he can use. He doesn’t understand some of the work and no-one at home can help him with the work. His Mum wants him to help in the house more but he says he should be doing some work for College. He is missing his friends but has made some contact by text with a couple of them. He is watching films and enjoying them. He was looking forward to his work placement at the café that was arranged for this term and is disappointed he can’t do that now. His Mum is signed up for ClassDojo. He does have his own phone and has WiFi at home. |

**Can we help you?**

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| **What support is needed to help learner while at home?** E.g. weekly telephone call with tutor; work posted home; set up a personal timetable; wellbeing contact from Juliet/Andy; any IT support | |
| **SUPPORT NEEDED** | **NOTES/UPDATES** |
| 1. **Weekly call is good from Form Tutor.** | Agreed each Tuesday morning at 10am (to help get out of bed) |
| 1. **Would like a call from the wellbeing team and some ideas for staying happy.** | Email Andy and Juliet |
| 1. **Link to Young Minds to be sent by ClassDojo** | **Reminder can search ‘Young Minds’ using a phone.**  **Link sent.** Done |
| 1. **Agreed the College will keep in touch with the family’s social worker** | Email Andy |
| 1. **Arrange for work to be posted home** |  |
| 1. **Agreed to set up a timetable:**  * **Start at 10am each day and do at least 1 hour of College work in the morning** * **Start at 2pm and do at least 1 hour of College work in the afternoon** | Post home a timetable to completed – done  Will check work done in Tuesday call each week and give feedback. |

**What are your learning goals for Term 3?**

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|  | **My Learning Goals** |
| **1** | **EHCP – improve literacy and numeracy skills** – practise the English and Maths I need every day. |
| **2** | **EHCP – Develop social skills and build positive social relationships with others** – enjoying spending time with others; being more confident speaking to other people; managing arguments |
| **3** | **EHCP – be able to manage my emotions in difficult situations –** how do I feel? What can I do to feel calmer and happier? |
| **4** | **PfA – develop independent living skills** – Day to day life skills I need. |
| **5** | **EHCP/PfA – keep healthy** |
| **6** | **Coursework – complete Art and Design Pathway course** |
| **7** | **Getting ready for work – employability course** |
| **8** | **Plan for Year 14.** What do I want to learn next year? |

**LET’S AGREE YOUR TERM 3 PLAN**

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|  | **MY PLAN** | | |
|  | **I will:** | **When I will do it:** | **Tick and notes when done** |
| **1** | **Draw up a Weekly Timetable and write in what I plan to do each week** | **Each Monday. Talk it through each Tuesday with my Form Tutor.** |  |
| **2** | **Do at least 1 hour of Maths and 1 hour English activities each week.**  **Keep a Maths and English journal and tell my tutor what I have done during my Tuesday call.**   * Do the English and Maths work sent home from College (at least one hour each a week) * Download the BBC Bitesize App on my phone. I can choose my own activities. * Access Mangahigh on my phone * Use Maths and English while doing my PfA journal – like cooking. | **I will talk through my journal each Tuesday with my Form Tutor** |  |
| **3** | **Complete my PfA Journal as a record of what I have done each day** e.g. listening to music so I feel better, cooking tea, making the beds, spending time with brother | **Each Day** |  |
| **4** | **Spend time with others**   * Spend time each day with someone in my family playing a game or going for a walk * Talk to at least two people on the phone every week * Send at least one email a week to a friend or member of my family – and reply to them. | **Each day and record in my PfA journal** |  |
| **5** | **To help manage how I am feeling:**   * Write a plan of what I will do if I feel angry with someone (like my brother) – go to another room, go into the garden, put on my headphones and listen to a song * Learn how to use breathing to calm down and feel better * Make a ‘I feel better if…’ jar and pull one suggestion out when I need it: *I feel better if I watch TV, listen to a song, do some exercise, play cards, talk to my Nanna on the phone, Whatsapp message a friend* | **Talk through with my Form Tutor** |  |
| **4** | **Set up and complete my weekly Healthy Keep Fit Plan** Set up a weekly exercise plan and tick it off: Joe Wicks, 20 minute walk every day, at least 2 healthy snacks every day | **Update weekly** |  |
| **5.** | **Finish my Art and Design Two Project Briefs** | **15th May**  **1st June** Take photos and send in using ClassDojo. |  |
| **6** | **Complete my weekly employability activities (booklet or Google Slides)** | **Update my Form Tutor each week how I am going** |  |
|  | **Complete my Learner Profile Summary 20-21** – to agree my curriculum for 2020/21 | **20th May** |  |
| **8.** | **Take part in the Grand Day In** | **5th June** |  |

**FEEDBACK**:

I will discuss my progress and get feedback and advice from my Form Tutor: ON \_\_TUESDAYS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My Form Tutor will collect feedback from my other teachers.

My teachers will give me feedback by email or ClassDojo.

**HOW IS THIS PLAN TO BE SHARED WITH ME?** Circle all that apply

A video message on ClassDojo Share table on ClassDojo Share table by email **Post a copy home**

**ANY NOTES:**