

## Coursing Programme 2019 – Plan for Heads of House/SDS

New S4			New S5&6		New S3	
W/C	Activity	By whom	Activity	By whom	Activity	By whom
17.12.18	<ul style="list-style-type: none"> <li>➤ Assembly 17th December- "Preparation for Coursing"</li> <li>➤ Coursing Letter and Form issued.(form to include subject choice and 16+ info. Pupils to complete over holidays)</li> </ul>	HOH/SDS  HOH				
7.1.19	<ul style="list-style-type: none"> <li>➤ My World of Work – Pupils to complete ‘choosing my subjects’ activity – Answer 5 Big Questions.</li> <li>➤ Wellbeing Session – Coursing.</li> </ul>	S3 Tutors  S3 Wellbeing Staff.				
14.1.19	<ul style="list-style-type: none"> <li>➤ Wellbeing Session – Coursing.</li> <li>➤ Coursing Interviews commence. (All pupils should arrive prepared with Coursing Form already completed. Interview to ‘confirm’ choices)</li> <li>➤ Pupils’ choices entered into Seemis.(checked against BGE Tracking)</li> </ul>	S3 Wellbeing staff. HOH  HOH				
21.1.19	<ul style="list-style-type: none"> <li>➤ Coursing Interviews with parent drop -ins continue and all coursing done by end 31.1.19.</li> <li>➤ Finalise all entries in Seemis.</li> </ul>	HOH  HOH/Year Heads				
4.2.19			<ul style="list-style-type: none"> <li>➤ Senior Phase Tracking completed.</li> <li>➤ Assembly 4th February- "Preparation for Coursing"</li> <li>➤ Coursing Letter and Form issued.(form to include subject choice and 16+ info. Pupils to complete over holidays)</li> <li>➤ My World of Work – Pupils to complete ‘choosing my</li> </ul>	All  HOH/SDS  HOH  S4/5 Tutors		

			<p>subjects' activity – Answer 5 Big Questions.</p> <ul style="list-style-type: none"> <li>➤ Wellbeing Session – Coursing.</li> </ul>	S4/5 Wellbeing Staff.		
11.2.19			<ul style="list-style-type: none"> <li>➤ Coursing Interviews commence. (All pupils should arrive prepared with Coursing Form already completed. Interview to 'confirm' choices)</li> <li>➤ S4 to combine USE and coursing interview.</li> <li>➤ Pupils' choices entered into Seemis.(checked against Senior Phase Tracking 4.2.18 and prior attainment from JC)</li> </ul>	HOH  HOH  HOH		
18.2.19			<ul style="list-style-type: none"> <li>➤ Coursing Interviews continue and end 22.2.19.</li> <li>➤ Finalise all entries in Seemis.</li> </ul>	HOH  HOH/Year Heads		
11.3.19					<ul style="list-style-type: none"> <li>➤ Assembly 11th March- "Preparation for Coursing"</li> <li>➤ Coursing Letter and Form issued.(form to include subject choice and 16+ info. Pupils to complete over holidays)</li> <li>➤ My World of Work – Pupils to complete 'choosing my subjects' activity – Answer 5 Big Questions.</li> <li>➤ Wellbeing Session – Coursing.</li> <li>➤ National Careers Week/ National Apprenticeship Week (including Skills Focus – Self Management)</li> </ul>	HOH/SDS  HOH  S2 Tutors  S2 Wellbeing Staff All
18.3.19					<ul style="list-style-type: none"> <li>➤ PARENTS EVENING 19<sup>th</sup> MARCH Coursing Interviews commence immediately after 20<sup>th</sup> 21<sup>st</sup> 22<sup>nd</sup> March. (All pupils should arrive prepared with Coursing Form already completed. Interview to 'confirm' choices)</li> <li>➤ Pupils' choices entered into Seemis.(checked against BGE Tracking)</li> </ul>	HOH  HOH

					<ul style="list-style-type: none"><li>➤ Coursing Interviews continue and end 22.3.19.</li><li>➤ Finalise all entries in Seemis.</li></ul>	HOH HOH/Year Heads
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