**Session Plan**

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| **Course Title:**  | **Session Title:**  |
| **Tutor:**  | **Venue:**  | **Course code:**  |
| **Day/Date:**  | **Time:**  | **Session number:** | **Number of learners:** |
| **General Aims and Objectives:**An overall description of the main purpose(s) of the course. |
| **Group Learning Outcomes:**What leaners will know and/or be able to do at the end of the session.Add/delete numbers as necessary.1234 | **Individual Learning Outcomes and Differentiation Strategies:**(for Family Learning, include learning outcomes for children)What individual learners will know and/or be able to do at the end of the session. Use learner initials to indicate specific learners eg.SC: 1, 2 and 3. Has anxiety and finds it difficult to speak in a group.JF: 1, 2, 3 and 4. Strong character who can dominate discussion.HL: 1, 2 and 3. Has dyslexia and requires spelling support.Also add any additional learning outcomes that individuals would like to achieve as part of the session. |
| **Equality, Diversity and Inclusion:** (including Prevent, Fundamental British Values and Safeguarding)Refer to specific activities within the session. How will E+D, FBV and Safeguarding be embedded? E.g. types of brickwork from around the world, how British law affects the session (eg H + S legislation), celebration of annual cultural events. Avoid using general statements such as ‘All learners will be treated equally.’ | **Personal Learning and Thinking Skills:**How will learners develop the 6 areas of PLTS (Independent Enquirers, Creative Thinkers, Reflective Learners, Team workers, Self-Managers and Effective Participants) in this session? |
| **Embedding of Functional Skills:**Refer to specific activities within the session where maths, English and ICT will be embedded. | **Health and Safety:** Refer to the activity risk assessment for the course. What specific H + S issues need to be considered during this session? |

| **Time (mins)** | **Learning Outcome Code** | **Topic** | **Group/Tutor Activity** | **Individual Activity/Differentiation** | **Resources** | **Assessment activity** |
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|  | Refer to group outcomes above | The main focus for this part of the session | What will the group/tutor be doing? | What individual activities will be taking place? Will some learners be taking part in extended activities? Will some learners require additional support to complete the task? | Resources required for this element of the session | How will competence be assessed? |
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**Evaluation of session by tutor**

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| **Strengths** | **Areas for development** | **Actions to be taken** |
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| **Additional notes/reminders for next session:** |