



ASDAN Certificate of Personal Effectiveness Level 3: How it is delivered in Year 12

Accrediting Personal Development Priorities and Skills

In all sixth forms, students are required to undertake personal development activities to provide a focus for time and self management for A level study, give opportunities for community action and learning and enable students to explore future education and career pathways. These activities are typically undertaken outside A-level curriculum time, through PSHE and guidance programmes for example.

In Guilsborough Sixth Form, we seek to accredit these activities through the ASDAN Certificate of Personal effectiveness which provides a structured framework for the development of the wider key skills, while providing timely information that students need as they progress through Year 12.

CoPE enables students to write a better university application and provides an additional 70 UCAS points, accepted by a number of universities; this gives some students access to courses that would otherwise not be available to them.

Time Allocation

The nature of learning required to complete CoPE is supported self-study. Students undertake learning activities either on their own, or with others and receive guidance and support from their learning advisor and through the sixth form's PHSE, enrichment and tutorial programme.

The QCA (Qualifications and Curriculum Authority) and ASDAN time allocation for the Certificate of Personal Effectiveness is 150 "guided learning hours". A guided learning hour includes time spent by students in school, during which they obtain guidance and information to then go on and complete work independently. Since the qualification is about "Personal Effectiveness", the implication is that students are encouraged to take initiative and to work on their own.

The full time allocation is available on the next side. Please note how the time contribution comes from a wide range of sources. Some of these e.g. work in subjects for Research, students would be undertaking in any case.

CoPE Level 3 Time Allocation

Activity/Skill	Timing	Curriculum Area	Time in school (hrs)	Own Time (hrs)
Improving own Learning for GCSE Success and the Sixth Form	Y11, Summer after GCSEs and Start of Term 1	Y11 PSHE Preparing for GCSE Success and	6	12
		Sixth Form Interview	0.2	
		Y11-12 Induction (July)	12	
		Personal Preparation: Summer Vacation and September		6
		House Time (pm registration)	3	
		Total	21.2	18
		Total		39.2
Working with others to change the World	Terms 1&2	Y11-12 Induction (July)	1	
		Enrichment Morning (September)	4	
		House Time (pm registration)	9	
		PHSE	1	
		Learning Advisor Interview	0.33	
		Study Lessons	6	
		Personal write-up and planning		8
Undertaking activity		4		
		Total	21.33	8
		Total		20
Oral Presentation	Terms 1&2	In subjects (will result from studies undertaken as part of curriculum) or - from own Interest in pm registration/assembly	10	10
		Total	10	10
		Total		20
Futures Problem Solving (HE and Career Planning)	Terms 3&4	Enrichment Morning (February)	4	
		PHSE	4	
		Northampton University UCAS Day (March)	4	
		Learning Advisor Interview	1	
		Own Higher Education/Careers Research including Open Days and visits		20
		House Time (pm registration)	10	
		Total	23	20
		Total		43
Research	Terms 3&4	In subjects (will result from studies undertaken as part of curriculum) or - from own Interest	10	20
		Total	10	20
		Total		30
Discussion	Term 6	Assembly presentation	0.5	
		Enrichment Morning (July)	4	
		Personal write-up and planning		5
		House Time (pm registration)	3	
		Total	7.5	5
		Total		12.5
CoPE completion days Term 6	Term 6	CoPE catchup and completion time (2 days)	12	
Overall Total				176.7

Please note: Timings give an indication and may vary e.g. due to student decisions about how to use their time