

Programme Development Session (PDS)

Guidance note

The Programme Development Session (PDS) is a core feature of the YPI Scotland support structure, providing an opportunity to critically reflect upon programme delivery and subsequent planning. Delivery of this session is reflective of The Wood Foundation's commitment to school partnership working and the continuous development of YPI. We appreciate your active participating in this session.

Typically, a PDS takes one period and is to be delivered in advance of your programme launch. We will work with you to explore the best time, fit and structure for this meeting pending your delivery model and timeline. For example, if there are staff who are new to the programme we could conduct half an hour of training in advance of the PDS proper, to ensure that they receive a thorough programme introduction.

Purpose of the PDS

- For the **YPI Lead Teacher, school senior management**, and core delivery team to meet with their YPI Regional Facilitator.
- The opportunity for evaluation and discussion focused on programme successes and challenges. The Regional Facilitator can draw upon examples of good practice and support the development of peer learning networks between schools.
- Protected space for reflection and to review the strategic place and fit of YPI.
- Planning discussions regards delivery timeline and date setting. This includes planning for the YPI launch ensuring it has maximum impact.
- Early planning discussions regarding the YPI Final, ensuring that it has a high level of esteem within the school.
- The Regional Facilitator to provide an update on YPI delivery resources, and support discussions regarding partnership funding.
- Training and upskilling of new delivery staff, lead teachers or members of SLT ensuring there is a robust understanding of the programme's key outcomes.

Attendance at the PDS

Senior leadership

The involvement of school senior leadership in this session is critical as;

- They have a strategic overview of how YPI can or does contribute to students' skills development, community partnerships and interdisciplinary learning opportunities, alongside other programmes and accreditation.
- It is acknowledged that support and buy-in from the senior leadership team is essential when it comes to realising ambition and supporting programme development.

New delivery staff, lead teachers or SLT links

- We would ask that all new delivery staff, lead teachers and SLT links familiarise themselves with the programme in advance of the PDS session to allow plenty of time for robust conversations regarding programme delivery. The following documents will support this:
 - [YPI Teacher Resource Guide](#): P5-7 provide information on the process, milestones and expectations
 - [YPI Strategic Resource](#): Provides an overview of how YPI aligns with key education priorities
 - [Student Workbook](#): Contains worksheets that students can complete during the YPI process
 - [YPI Scotland Judging Pack](#): Outlines the core judging criteria and includes the judging sheet

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Areas for discussion at the PDS

In advance of the session we ask that you consider the following questions which have been designed to support reflection, planning and programme development. These questions will be used to structure meaningful discussion at the PDS.

Successes and challenges

- What has worked well? What have been the key successes of the school's approach to delivering YPI?
- Did the school experience any challenges which had an impact on programme success and delivery? How have these been overcome?

Reflection and continuous improvement

- Review of Programme Launch and Final
- Are there areas of programme delivery with scope for further development or change?
- How can you support students to deliver robust and creative presentations? Have you considered using external partners to support this aspect of the programme?
- **Schools in second/third year of delivery:** How are you preparing for school partnership funding?
Schools in year 4+ of delivery: What approach has been taken to school partnership funding? What impact has school partnership funding had on the development and delivery of YPI in your school?

Alignment with strategic priorities and school-wide activity

- Why is YPI embedded in your students' timetable? What do you think are the key learning experiences that will benefit students? Would your students agree? If not, how can you bridge this gap?
- How does YPI align with your skills pipeline and wider educational priorities? *Consider the following: IDL opportunities; faculty/school improvement plans; skills profiling/DYW.*
- Does YPI align with/complement any existing and new curricular activity? *This includes accreditation and award frameworks.*

Professional Learning

- What were your personal development goals and/or programme aims? Did you meet these?
- What are your goals for the year ahead?

Planning and date setting

- What is your proposed timeline including estimated dates for your YPI Launch and Final?
- How can you get maximum impact from your school launch? Have you considered how alumni and charity input could add value?
- How can you deliver an outstanding YPI Final that has a high level of esteem within the school?
- What can The Wood Foundation do for you in terms of further support?

If you have any questions in advance of your PDS please don't hesitate to contact your Regional Facilitator, or by emailing the National Programme Coordinators at ypi@thewoodfoundation.org.uk.