Programme Development Session (PDS)
Guidance note - 2020/21 Academic Year

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. 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 pending your delivery model and timeline. 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.

We recognise that the impact of the Covid-19 pandemic will be far-reaching and, likely, long-lasting, and have produced an Adaption Paper which outlines our commitment to work with and alongside schools during a challenging year. We recognise that our approach to programme planning, and potentially delivery, may require us to draw upon remote / digital communications over the months ahead. Over the past 18 months, we have tested the way YPI activity can be effectively supported from afar and look forward to mobilising this learning nationally as required.

Purpose of the PDS

- For the YPI Lead, 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 Showcase, ensuring that it has a high level of esteem.
- The Regional Facilitator to provide an update on YPI delivery resources, and support discussions regarding partnership funding.
- Training and upskilling of new delivery staff, leads 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, leads or SLT links
We would ask that all new delivery staff, leads and SLT links familiarise themselves with the programme in advance of the PDS session to allow plenty of time for robust conversations. The following documents will support this:
- YPI Delivery Resource: guides all teachers through the delivery of an impactful, structured YPI programme. It contains clear learning intentions, success criteria, links to skills and example content plans.
- YPI Strategic Resource: Provides an overview of how YPI aligns with key education priorities

Please note: We are in the process of developing new resources for the 2020/21 academic year, all of which will be housed on our refreshed webpage (which will be live from September).

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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.

Successes and challenges
- We recognise that the coming year will not be business as usual, therefore how can The Wood Foundation support you to deliver the most impactful YPI programme possible?
- What adaptations, if any, might the school be required to make to YPI this academic year?
- Both in the 2019/20 and previous academic years: What worked well? What were the key successes of the school’s approach to delivering YPI? How can these be built on in the coming year?
- Over and above the impact of school closures and COVID-19, did the school experience any challenges which had an impact on programme success and delivery? How did/was the school working to overcome these?

Reflection and continuous improvement
- Are there areas of programme delivery with scope for further development or change?
- How can you support students to deliver robust and creative presentations or products? 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 professional development goals and/or programme aims? Did you meet these?
- What are your goals for the year ahead? (e.g. enhanced collaboration with internal colleagues/external partners, implementation of a programme evaluation framework, facilitating and empowering increased student-led learning)

Planning and date setting
- What is your proposed timeline including estimated dates for your YPI Launch and Showcase?
- Are there any challenges that you foresee relating to delivery of YPI in 2020/21? How can these be overcome?
- 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 Showcase 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.

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