









Appendix 3 - College Central Tutorial Enrichment Calendar

This calendar provided a framework for all staff to have access to a range of supportive materials. These generic resources were part of a framework that the project could bring to life, by offering additional time and support for tutors wishing to personalise E & D and make it real for their learners.





Tutorial and Enrichment Calendar 2017/2018 (version 2)

				Where possible active discussion and debate should take place in teaching and learning sessions regarding the topics being promoted
Group Tutorial	Safeguarding	Equality & Diversity	Health & Wellbeing	All resources are available on the VLE including links to on-line learning materials where relevant






Month	Week	Key	Date	Topic/Activity	Delivery	Responsibility	Feedback/ Impact
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September 2017	Week 7: 11th – 15th		All week	Safeguarding	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
			All week	National Sexual Health Awareness Week	<ul style="list-style-type: none"> Plasma to advertise Sexual Health Clinic C Card promotion/registration STI, relationships/contraception awareness Stall promoted by Sexual Health Nurses VLE Newsfeed/promotion 	<ul style="list-style-type: none"> SPM Sexual Health Nurses 	
	Week 8: 18th – 22nd		Mon - Thurs	Drug & Alcohol Awareness	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	Raising Awareness of College Support for Young Carers	<ul style="list-style-type: none"> Display in all areas Named contact information to be circulated in all full time groups VLE Newsfeed 	<ul style="list-style-type: none"> SPM 	





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	Week 9: 25 th – 29 th		All week	Equality & Diversity	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
			All week	Rosh Hashanah	<ul style="list-style-type: none"> E-presentation – all PCs/Screens/VLE Display in Reception Food Banner 	<ul style="list-style-type: none"> SPM 	
			All week	Raising Awareness of College Support for Young Parents	<ul style="list-style-type: none"> Display in all areas Named contact information to be circulated in all full time groups VLE Newsfeed 	<ul style="list-style-type: none"> SPM 	
October 2017	Week 10: 2 nd – 6 th		All week	Prevent/British Values	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
			All month	Black History Month	<ul style="list-style-type: none"> Powerpoint to be presented on all PCs/VLE/Plasma Displays All learning areas encouraged to promote famous black persons successful in their subject area fields 	<ul style="list-style-type: none"> SPM 	





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	Week 11: 9 th – 13 th		All week	Finance and Housing Tenancy	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	Prevent Awareness Week	<ul style="list-style-type: none"> Information on VLE Cards to be circulated in all full time students during 1-1 reviews Powerful images/information on Plasma screens 	<ul style="list-style-type: none"> SPM 	
			All week	World Mental Health Awareness	<ul style="list-style-type: none"> Time to Change/Time to Talk awareness stall Surveys with prizes available VLE promotion about well known people with mental health issues Promote internal support mechanisms 	<ul style="list-style-type: none"> SPM 	
	Week 12: 16 th – 20 th		All week	Road Traffic Awareness	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	Safeguarding Awareness Week	<ul style="list-style-type: none"> Pocket size leaflet circulated to all students 	<ul style="list-style-type: none"> SPM 	

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					<ul style="list-style-type: none"> Safety messages displayed on plasma screens Information on VLE Displays 		
			All week	Diwali (Sikhs, Hindus and Jains) Awareness Raising	<ul style="list-style-type: none"> E-presentation for Plasma/all PCs/VLE Display in Reception Food to be available Banner promotion Promotion of lights and sweets 	<ul style="list-style-type: none"> SPM 	
	Week 14:		All week	Challenging Youth Racism	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
	30th – 3rd		All week	Remembrance Display	<ul style="list-style-type: none"> Display of poppies in Reception made by staff and students 	<ul style="list-style-type: none"> SPM 	
November 2017	Week 15:		All week	Sexual Health	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
	6th – 10th		All week	Remembrance Display	<ul style="list-style-type: none"> Display of poppies in Reception made by staff and students 	<ul style="list-style-type: none"> SPM 	





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	Week 16: 13 th – 17 th		All week	Responsible Dog Ownership	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	National Anti-Bullying Awareness Week	<ul style="list-style-type: none"> Displays throughout College building Pocket size leaflet circulated to all students Plasma screen Display 	<ul style="list-style-type: none"> SPM 	
			All week	International Men's Day	<ul style="list-style-type: none"> Nominate man of distinction Nomination message tree Information on Plasma/VLE/PCs Encourage learning areas which are seen to be predominantly female to promote successful male representatives 	<ul style="list-style-type: none"> SPM 	
	Week 17: 20 th – 24 th		All week	Anti-Bullying	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
			All week	National Carers Rights Day	<ul style="list-style-type: none"> Freebies to be available 	<ul style="list-style-type: none"> SPM 	





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					<ul style="list-style-type: none"> External/internal information to be circulated Displays throughout College Promotion information on VLE/Plasma 		
	Week 18: 27th – 1st		Tues – Fri	Student Resilience	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	National World Aids Day Awareness Week	<ul style="list-style-type: none"> Red Ribbons to be issued to students External Visitor to run information stall Plasma screen awareness Video to be shown 	<ul style="list-style-type: none"> SPM External Agency 	
			All week	International Day of Persons with Disabilities	<ul style="list-style-type: none"> Powerpoint/PCs/ Moodle Nomination Tree/Display Staff to promote successful persons in the professional arena of their learning area 	<ul style="list-style-type: none"> SPM 	





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December 2017	Week 19: 4 th – 8 th		All week	Fire Safety Awareness	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> External Agency 	
			All week	Personal Safety & Sexual Health at Christmas Awareness Week	<ul style="list-style-type: none"> External agency to promote healthy alcohol consumption PCSOs to talk to students in relation to keeping themselves safe Safe Alcohol activity Leaflets to be circulated to all full time groups External Agency to promote personal & fire safety all week 	<ul style="list-style-type: none"> External Agency SPM 	
							
				All month	Christmas Celebration	<ul style="list-style-type: none"> Student Activities Christmas Trees/ Decorations Christmas Cracker Hunt 	<ul style="list-style-type: none"> SPM
	Week 20: 11 th – 15 th		All week	E-Safety	<ul style="list-style-type: none"> Group tutorial for all learners 	<ul style="list-style-type: none"> E-Learning 	





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January 2018	Week 24: 8 th – 12 th		All week	Child Sexual Exploitation	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
	Week 25: 15 th – 19 th		All week	Martin Luther King Day	<ul style="list-style-type: none"> Inspirational Speech to be displayed Information on VLE/PCs 	<ul style="list-style-type: none"> SPM 	
			All week	Citizenship/Volunteering	<ul style="list-style-type: none"> Group tutorial for all full time learners 	<ul style="list-style-type: none"> E-Learning 	
Week 27: 29 th – 2 nd		27 th	Holocaust Memorial Day (The Power of Words)	<ul style="list-style-type: none"> Display in Reception Presentation on Moodle/Plasma Curriculum involvement 	<ul style="list-style-type: none"> SPM Denness Bloomer 		
		All week	National Heart Month (National Wear Red Day – 2 Feb)	<ul style="list-style-type: none"> Fundraising NHS Health Trainers undertaking health check-ups Wear Red Day Making smoothies 	<ul style="list-style-type: none"> SPM 		
		All month	LGBT History Month	<ul style="list-style-type: none"> External Visitors Raise awareness of successful public figures 	<ul style="list-style-type: none"> External Agency SPM 		





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					<ul style="list-style-type: none"> Banner to be on display Information on VLE/PCs/Plasma 		
			All week	Chinese New Year (Year of the Dog)	<ul style="list-style-type: none"> Decorations in College Wear Red Fortune Cookies VLE – Your Chinese New Year symbol 	<ul style="list-style-type: none"> SPM 	
			All week	National Cancer Talk Awareness Week	<ul style="list-style-type: none"> Guest Speaker McMillan information to be circulated Fundraising activity Information on Plasma 	<ul style="list-style-type: none"> External Agency SPM 	
March 2018	Week 32: 5th – 9th		All week	International Women’s Day (8 March)	<ul style="list-style-type: none"> Nominate women of distinction/nomination tree Powerpoint all PCs/VLE Encourage staff to promote successful women especially on male dominated fields 	<ul style="list-style-type: none"> SPM 	
			All week	No Smoking Day (11 March)	<ul style="list-style-type: none"> Activities External Visitor Awareness raising stall Quiz 	<ul style="list-style-type: none"> SPM 	





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	Week 33: 12 th – 16 th		All week	Raising awareness of Child Exploitation	<ul style="list-style-type: none"> Information on VLE/Plasma 	<ul style="list-style-type: none"> SPM 	
			All month	Easter Celebrations	<ul style="list-style-type: none"> Easter Egg Hunt VLE Promotion 	<ul style="list-style-type: none"> SPM 	
April 2018	Week 38: 16 th – 20 th		All month	Holocaust Remembrance	<ul style="list-style-type: none"> Memorial ribbons displayed in Reception Informative display Powerpoint on all PCs/VLE /Plasma 	<ul style="list-style-type: none"> SPM 	
May 2018	Week 41: 7 th – 11 th		All week	National Sun Awareness Week	<ul style="list-style-type: none"> Awareness leaflets to all full time groups Information on Plasma Guest Speaker (tbc) Local Companies for samples/discounts 	<ul style="list-style-type: none"> SPM External Agency 	
	Week 42: 14 th – 18 th		17 th	Elimination of Homophobia Day	<ul style="list-style-type: none"> Powerpoint on all PCs/VLE 	<ul style="list-style-type: none"> External Agency SPM 	
			All week	National Smile Month	<ul style="list-style-type: none"> Oral health awareness display Display sugar in foods Information on Plasma External Visitors Freebies to be available 	<ul style="list-style-type: none"> SPM External Agency 	

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June 2018	Week 45: 4 th – 8 th		All week	Ramadan	<ul style="list-style-type: none"> • Display • Powerpoint on all PCs/Moodle/VLE 	<ul style="list-style-type: none"> • SPM 	
			All week	Carers Week	<ul style="list-style-type: none"> • Display in Reception • External/Internal information to be circulated • Freebies to be available 	<ul style="list-style-type: none"> • SPM 	
	Week 46: 11 th – 15 th		All week	Healthy Safe Summer	<ul style="list-style-type: none"> • Plasma presentation • Displays • External visitors to promote key messages 	<ul style="list-style-type: none"> • SPM • External visitors 	

Tutorial and Enrichment Calendar 2017/2018

Group Tutorials (at a glance)

Bishop Auckland College Campus

Week	Dates	Topic	Delivery
7	11 – 15 Sep	Safeguarding	E-Learning
8	18 – 22 Sep (Mon – Thurs)	Drug & Alcohol Awareness	External Agency
9	25 – 29 Sep	Equality & Diversity	E-Learning
10	2 – 6 Oct	Prevent/British Values	E-Learning
11	9 – 13 Oct	Finance and Housing Tenancy	External Agency
12	16 – 20 Oct	Road Traffic Awareness	External Agency
14	30 – 3 Nov	Challenging Youth Racism	External Agency
15	6 – 10 Nov	Sexual Health	E-Learning
16	13 – 17 Nov	Responsible Dog Ownership	External Agency
17	20 – 24 Nov	Anti-Bullying	E-Learning
18	27 – 1 Dec (Tues – Fri)	Student Resilience	External Agency
19	4 – 8 Dec	Fire Safety Awareness	External Agency
20	11 – 15 Dec	E-Safety	E-Learning
24	8 – 12 Jan	Child Sexual Exploitation	E-Learning
25	15 – 19 Jan	Citizenship/Volunteering	E-Learning

South West Durham Training Campus

Week	Dates	Topic	Delivery
12	18 October	Finance and Housing Tenancy	External Agency
14	1 November	Road Traffic Awareness	External Agency
15	8 November	Challenging Youth Racism	External Agency
16	15 November	Fire Safety Awareness	External Agency
18	29 November	Responsible Dog Ownership	External Agency
19	6 December	Drug & Alcohol Awareness	External Agency