



# PSHE

Short Course

Sample

Student name:

Centre name:

ASDAN tutor:

Sample

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# PSHE Short Course

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# Achieving your Short Course

How long will the Short Course take?	Hours	Credits
You have the option of accrediting up to 60 hours of PSHE activities.  For every 10 hours, you are awarded one credit, for example:	10	1
	30	3
	60	6

These credits can contribute towards other programmes and qualifications.

The **PSHE Short Course** can lead to:

**ASDAN Personal Development Programmes**  
(Bronze, Silver, Gold or Universities)

**ASDAN Qualifications (Levels 1 and 2)**

AoPE (Award of Personal Effectiveness) Levels 1 and 2  
CoPE (Certificate of Personal Effectiveness) Levels 1 and 2

and could eventually lead on to:

**ASDAN Qualifications (Level 3)**  
CoPE (Certificate of Personal Effectiveness) Level 3

## What must I do?

**Read through** these introductory pages carefully.

**Look at the modules and challenges** and decide which challenges you wish to complete – your tutor will be able to help you decide.

**Create an evidence portfolio** to safely store all the material you'll need to have in place before your tutor can claim your Short Course certificate.

**Plan, organise and carry out** your chosen challenges, collecting evidence as you go and storing it safely in your evidence portfolio.

**Before asking your tutor to check your work** and claim your certificate make sure your portfolio contains the following:

1. A student book
2. A completed Record of Progress (page 5)
3. Evidence for each challenge completed
4. The correct number of Short Course Skills Sheets (see pages 49-56)
5. A completed Summary of Achievement (yellow centre pages)
6. A completed Personal Statement (yellow centre pages)

## What will I need?

- Your own copy of this Short Course book
- A portfolio (file or folder), into which you will put your evidence

## Information for tutors

To download guidance documents, go to:  
**[members.asdan.org.uk/my-courses/short-courses](https://members.asdan.org.uk/my-courses/short-courses)**

A Quick Guide to ASDAN Short Courses contains step-by-step guidance for delivering any Short Course, from registering with ASDAN to certification.

The PSHE Short Course Tutor Notes provide challenge-by-challenge advice, lesson ideas and suggested resources.



# Recording Your Skills

## Recording your skills

Next to each challenge is a set of tick boxes where you can record the skills you have been developing during the activity.

These help you link your achievements to the national standards for these skills.

PSHE activities provide an excellent opportunity to develop the skills of:

- Learning
- Teamwork
- Coping with Problems
- Use of IT
- Use of English
- Use of Maths

## The importance of Key/Core Skills

These are an everyday part of adult and working life. You need to be able to make yourself understood when speaking and writing, planning your own learning, working with others, carrying out basic calculations and using information technology.

Every job needs some or all of these skills and they are just as useful in Further and Higher Education.

## Learning

This skill is about how you manage your personal learning and development. It is about planning and working towards targets to improve your performance and reviewing your progress.

## Teamwork

This skill is about how you work with others when planning and carrying out activities to get things done and achieving shared objectives. This will involve working with a group of people.

## Coping with Problems

This skill is about recognising problems and doing something about them. It is about using different methods to find a solution and checking to see if they work.



## Use of IT

This skill is about being able to make the best use of computers and other items such as printers, scanners and digital cameras. Being familiar with how to use this equipment is vitally important, not only in the workplace but also in the home.

## Use of English

This skill is not only about how you talk to people but also about the ways you find out information and let other people know about your views and opinions. It also includes all aspects of writing and reading.

## Use of Maths

This skill is about your ability to use numbers. If, for example, you've measured or calculated something you will have used numeracy skills. Being able to use numbers is a skill highly valued by employers; many of the challenges in this Short Course will give you opportunity to practise your numeracy skills.



# Module 1

## Keeping Healthy

Sample



# Module 1

## Keeping Healthy

**Section A:** Complete THREE challenges over 5 hours (0.5 credits)  
Complete FIVE challenges over 10 hours (1 credit)

**1** Having good hygiene practices is one way to prevent disease and ill health. In pairs, make wallcharts showing the importance of good hygiene in **two** of the following areas:

- food handling
- food storage
- sewage and toilet systems
- water supply
- dental hygiene
- sexual hygiene

Compare your wallcharts to decide which messages are best.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**2** Investigate **three** websites that offer advice and support for young people on drugs or substance abuse or alcohol-related issues.

Present your findings in an interesting way.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**3** Find out about the physical effects of a drug that is legally available, e.g. alcohol, tobacco or 'legal highs'. Present your findings as an evidence-backed case in favour of making this substance illegal.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**4** Show that you understand the benefits of one type of cardiovascular exercise and one type of flexibility exercise.

Make a short video to show others how to take part in **one** of your chosen exercise regimes.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths



# Module 3

## Careers and Your Future

Sample

# Module 3

## Careers and Your Future

**5** Carry out research in preparation for a group discussion on the concept of work-life balance. Consider the views of people in different countries and as a group agree on a definition of a good work-life balance.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**6** Think about how you could use social media to improve a job application and how an employer could use social media to find out about you. Make an illustrated booklet or poster titled A Guide to Social Media for Job Seekers.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**7** Use up-to-date labour market information to identify **two** new jobs that are being created locally. Evaluate yourself against the essential skills and qualities for each job. Identify what you could do to acquire any skills, qualities or experience that you lack at present.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

**8** Other agreed challenge:

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths



# Module 7

## Economic Responsibility

Sample



# Module 7

## Economic Responsibility

**Section B:** Complete ONE challenge over 5 hours (0.5 credits)  
Complete TWO challenges over 10 hours (1 credit)

- 1** Investigate higher education and student loans to help you decide whether to go to university. Find out:
- the amount that graduates earn compared to non-graduates
  - the cost of completing a degree you are interested in
  - how much you can borrow to pay fees and living costs
  - the rules on repayment
- Discuss with others and give reasons for your decision.

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

- 2** Research how people manage debt and their investments. Use information and advice websites to find statistics and real-life case studies. Include information about options for investing a lump sum and for investing small sums regularly over a period of time.
- Present your findings in an appropriate way of your choice.

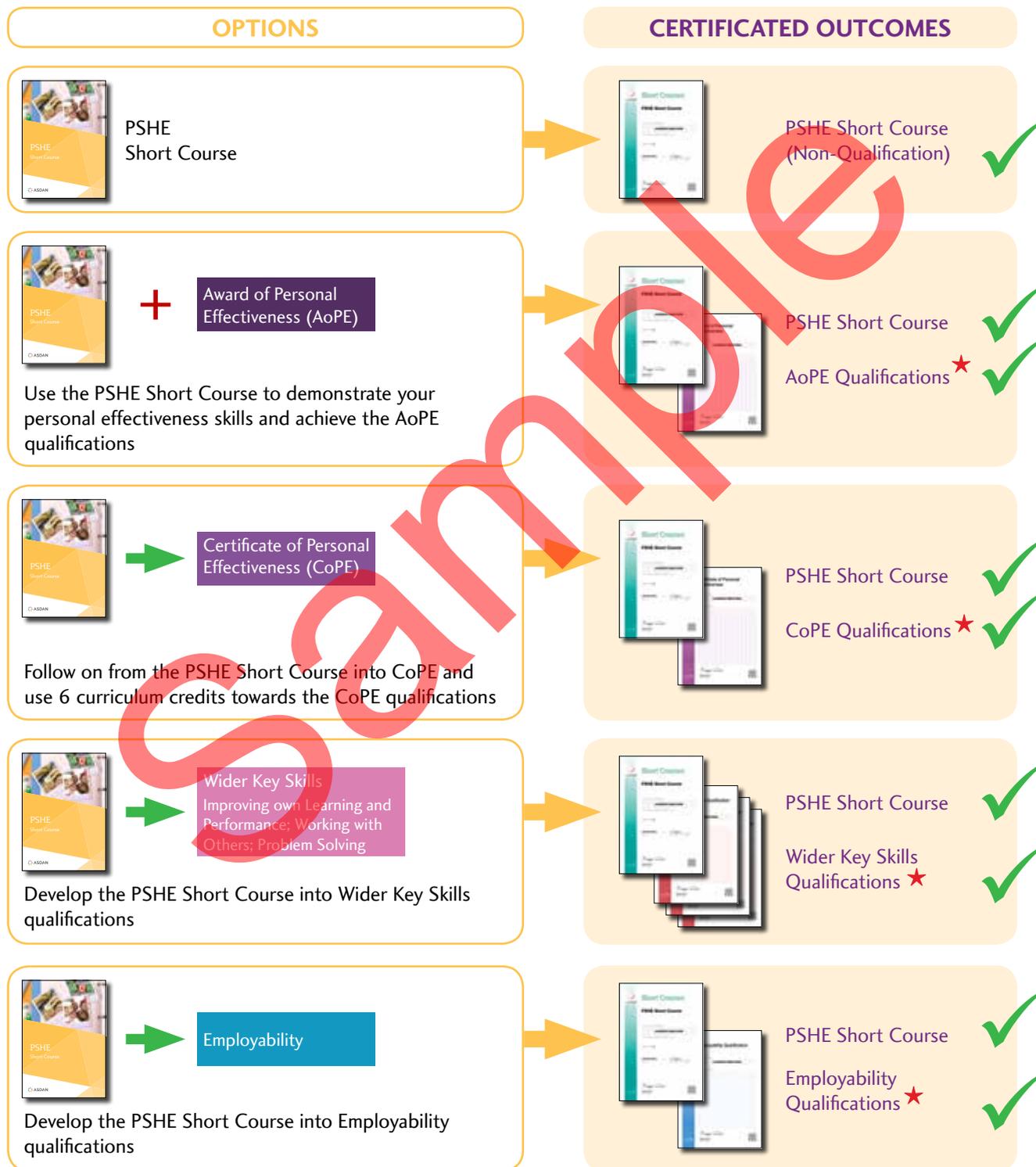
- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

- 3** Research and write an article for a magazine or website aimed at young people on **one** of the following topics, or a similar subject that interests you:
- teenage debt
  - gambling among young people
  - risks of fraud and online data theft
  - peer pressure to buy certain brands and the financial consequences
  - young people living below the poverty line

- Skills I used:**
- Learning
  - Teamwork
  - Coping with Problems
  - Use of IT
  - Use of English
  - Use of Maths

# Adding Value

Your PSHE Short Course is recognised with an ASDAN certificate, and has a credit rating to reflect the time you have spent on PSHE activities. This course can also be linked to other programmes and qualifications, which add value and give you further options for continuing to develop your skills and experience.



★ If you are aiming to achieve any of these qualification outcomes you should seek advice from ASDAN before starting your PSHE Short Course.

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