

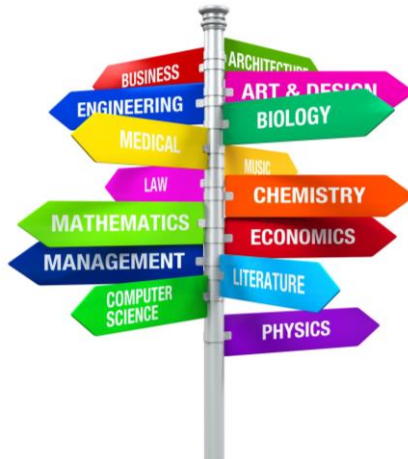
Name

Class

Tutor  
Group

# Year 8 – Personal Development

## Wider World: Labour Market Information (LMI)



### KEY VOCABULARY LIST

<b>Ground Rules</b>	Boundaries that a class sets at the start of a Personal Development lesson
<b>Permanent contract</b>	A contract that will not expire, but will remain valid until either employer or employee chooses to end the contract
<b>Temporary contract</b>	An agreement to work for an employer for a specific, limited amount of time, such as during the holidays, over the summer, or for another busy season
<b>Job share</b>	Flexible working which enables two employees to voluntarily share the responsibilities and duties of one full-time job.
<b>Hybrid working</b>	Work which has the flexibility of environment that is to switch between remote and in-office setup.
<b>Professional Behaviour</b>	The way you speak, look, act and make decisions in the workplace.
<b>Health and Safety Act 1974</b>	An important set of laws that was brought in to make sure that employers make their workplace as safe as possible

# CONTENTS

<b>Subtopic 1</b>	What is work?	P5
<b>Subtopic 2</b>	LMI:NHS Careers	p13
<b>Subtopic 3</b>	Skills for working with others (Professional Behaviour)	P18
<b>Subtopic 4</b>	Health and Safety	P21
<b>Assessment</b>		p31

# EXPECTATIONS

- Always write in black or blue pen.
- Always use a ruler for straight lines.
- If you make a mistake, cross it out with a single line.
- Always draw diagrams, tables and graphs in pencil with a ruler if necessary.
- Always mark and correct your work in green pen.
- Respond to any feedback your teacher gives you in green pen.
- Take pride in your work, make it neat!
- All tasks should be completed in silence and by yourself unless your teacher tells you otherwise.

# What is Personal Development?

In Personal Development lessons you will be taught about three key topics. These include:

- **Health and Wellbeing** (E.g. Healthy eating, mental health, puberty and self examination)
- **Relationships** (E.g. Healthy relationships, respect for others, consent and sexual harassment)
- **The Wider World** (E.g. The law, citizenship, anti-discrimination, finance and careers)

Sometimes these lessons are called **PSHE**. This stands for **Personal, Social, Health and Economic Education**.

In Personal Development, you will learn about **British Values**. These are:



1. Democracy
2. Rule of Law
3. Tolerance of different cultures and religions
4. Mutual respect
5. Individual liberty

In Britain, our **British Values** are protected in the law. In Personal Development, you will learn to recognise **protected characteristics** which are part of the **Equality Act 2010**. This law helps to stop **discrimination** and ensure everyone is treated fairly. There are 9 protected characteristics, these are:



1. Race and ethnicity
2. Pregnancy and maternity
3. Age
4. Disability
5. Sexual orientation
6. Gender reassignment
7. Sex
8. Religion or belief
9. Marriage and civil partnership

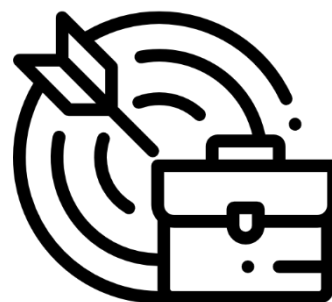


# What is Careers Education?

Careers education is about learning more about the person you are. This is called **self awareness**. It's learning about all the different kinds of opportunities that are available to you in the wider world. This is called **opportunity awareness**. And then it's learning how to manage your own self and opportunity awareness. Sound simple? It takes some practice! Careers is not just about jobs! Careers runs through tutor time, PSHCE, your subject lessons, conversations with staff, appointments with Careers Advisors and in lots of enrichment activities.

Your Careers Leader is: Mr Powell

A Careers Leader organises and leads the whole careers programme in school. You can speak to them to find out what the careers offer is at your school and for basic impartial information and advice. They can also refer you to a Careers Advisor for in depth guidance appointment.



Your Careers Advisors are provided by Form The Future

A Careers Advisor is a professional who is qualified to give you impartial advice and guidance about your study and work options. Impartial means that they are helping you to focus on what's right for you, not what your school, your friends or your family think.

## Skills-BUILDER

There are many skills in the world of work but 'eight essential skills' have been identified as being necessary to develop and succeed as a well-rounded person. More and more employers, Further and Higher Education institutions are using the Skills Builder framework.

Essential skills unlock learning, boost academic outcomes, perseverance and self belief. They halve the likelihood of being out of work and increase earnings across a lifetime. They even boost wellbeing and life satisfaction! It's important that you can identify some of your skills within this framework and develop them throughout your lifelong learning.



# Personal Development – Ground Rules

Some topics in Personal Development may be challenging depending on your own experiences. Therefore, it is important that there are clear **ground rules** for every lesson. Every scholar will follow these in lessons so everyone feels comfortable.

**Class Task:** As a group, agree on your ground rules for Personal Development lessons and write these below. The teacher will refer to these ground rules regularly so that all scholars feel safe and able to share ideas.



## Ground Rules

1	
2	
3	
4	
5	

## Subtopic 2 – What is work?

### Learning Objectives

- Consider the different reasons why people work
- Understand the different ways in which people are employed
- Consider different work styles and workplaces



Silent and Solo

### Do Now:

1. Write down 3 different types of workplaces

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### Why do people work?

- 1 The definition of work is “an activity, such as a job, that a person uses
- 2 physical or mental effort to do, usually for money.” (Cambridge
- 3 Dictionary, 2023) It’s all about the money! Or is it? Think about the
- 4 people who you know that work. This could be from your family to
- 5 the teacher standing in front of you today. Reflect on the different
- 6 reasons why people choose to work.





**Turn and Talk:** Money is the only reason people choose to work.

What do you think?

**Stop and Jot:**




**Watch me:** Why do people work?

**Task 1:** Think about when you are in a job. What three things are most likely to keep you happy in that role?


## Different types of employment

Task 2: Using your own knowledge, answer the questions below:

a. There are millions of people who work in the UK, both part time and full time. How many hours a week classify someone as working full time?

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b. How many hours a week do you spend at school? (Take away your lunchtime)

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c. Are your hours classed as full or part-time?

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d. What does a **job share** mean?

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## Work and contracts

- 1 In this country, people are employed with a **contract**. A contract of employment is
- 2 an agreement between an employer and an employee which sets out their
- 3 employment rights, responsibilities and duties. There are lots of different types of
- 4 contracts but today you will just think about **permanent** and **temporary**. Millions of
- 5 people are employed on permanent and temporary contracts.

### Task 3: Checking for understanding

a. What do you think a permanent contract is?

b. What do you think a temporary contract is?

c. Name an advantage and a disadvantage of a temporary contract



## Working from home

1 Since the start of the COVID-19 pandemic in March 2020, the numbers of people  
2 working from home in the UK has dramatically increased. When lockdown hit in  
3 March 2020, the numbers of remote workers changed overnight - mostly due to the  
4 impact of COVID-19. In April 2020, 46.6% of people in employment did some work  
5 at home. Of those who did some work from home, 86.0% did so as a result of the  
6 COVID-19 pandemic. There's been a mixed reaction to the future of working from  
7 home in the UK - but a trend is emerging for **hybrid working** where employees split  
8 their work between home and the office.



### Recent statistics on hybrid working

- 9 • Fifty of the biggest UK employers have said they have no plans to return all staff  
10 to the office full-time in the near future
- 11 • Over 55s are the most likely to want to work from home permanently
- 12 • 16-24 year olds favour working in the office full-time
- 13 • As of May 2023, 39% of workers in Great Britain had worked from home at some  
14 point in the previous 7 days, with 73% of British workers saying they had  
15 travelled to work in the last week.

**Task 4:** What are the advantages and disadvantages of hybrid working?

Advantages	Disadvantages





## Working hours

- 1 There are thousands of jobs out there and so
- 2 many different days and times to work as
- 3 well! Some people choose to be **self-**
- 4 **employed** so they can decide what hours
- 5 they work for themselves.

21% of surveyed young people aged 16-21 recently said that they saw themselves as being self employed at some point in their lives

**Task 5:** Read each worker scenario and select which column best represents their working hours.

Worker scenario	Shifts	Set hours	Flexible hours
Joe is an Operating Department Practitioner who works in a hospital. He works different days every week. Sometimes he will work 6am to 2pm. Other times he might work 3pm to 11pm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greep is a Design Engineer who works for a Construction company. Her working hours are from 8.30am until 5.00pm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blight works as an administrator in a local council office. Sometimes he needs to take his children to school so his employer allows him to catch up on his hours later after usual working times.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## What do you want to do in the future?

- 1 You don't have to know what you want to be when you're older but it's helpful to
- 2 think about different types of employment. What kind of employment type would
- 3 you like to work in when you're older and why? Some people wouldn't think twice
- 4 about working outside in a cold environment all day and for others it would be their
- 5 worst nightmare!

**Reflection:** Think about what type of work you would like when your older by looking at the statements below. There is space to add some of your own too.

Type of employment	Do not like	Not Sure	Like
Physically active	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working outdoors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working indoors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working with the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working at home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working in a company's premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working in a client's premises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desk-based	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Travelling to lots of different destinations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Learning Objectives

- To develop opportunity awareness about a key employer within the UK.
- To identify general skills and qualities required for all employment as well as specialist ones for working in the Health Service.



Silent and Solo

**Do Now: Answer the questions below**

1. What is hybrid working?

2. What is a temporary contract?

3. What is peer pressure?

4. What is the legal age to buy a vape?

5. What are the 5 British Values?

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**Task 1:** The National Health Service (or the NHS) is the UK's largest employer. List 12 jobs that you can think of that someone who works for the NHS might do APART from Doctor or Nurse




### Jay Perez and the NHS

- 1 Over the next two subtopics you will learn about the story of 18-year-old
- 2 Jay Perez after he has a road traffic accident. You will follow Jay's journey
- 3 from emergency care, through surgical intervention and during his
- 4 aftercare both in the hospital ward and at home. You'll see various job
- 5 holders along the way and find out how they help Jay's recovery. Reflect
- 6 on how many of the roles you have written down he will come across?



**Watch me:** The emergency



**Checking for understanding:** Now you have watched the emergency clip, answer the questions below.

a. Why do you think George, the **Emergency Call Handler**, asks *'Is the patient breathing?'* and *'Is the patient conscious?'*

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b. George's job as an **Emergency Call Handler** is extremely important. What skills do you think George needs to do his job?

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c. Did you know that you don't need to go to university to become a Call Handler? Does that surprise you? Give reasons for your answer.

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## ENPs and Biomedical Scientists

1 Jay was also seen by an **Emergency Nurse Practitioner (ENP)**. This is a  
2 senior practitioner working in the emergency services department who  
3 has been specially trained to treat minor injuries without necessarily  
4 having to refer to a doctor. ENPs give injections and medications to  
5 patients. They might record and interpret ECG examinations, perform  
6 wound, burn, or scald treatments, or apply plaster of paris to fractures.



7 Jay's blood is sent to the laboratory where a **Biomedical Scientist**  
8 analyses it. Biomedical Scientists screen for diseases and are expected  
9 to identify diseases caused by bacteria and viruses, while monitoring  
10 the effects of medication and other treatments. They work with  
11 technology such as computers, automated equipment, microscopes  
12 and other laboratory instruments.



### Checking for understanding:

a. The ENP role was introduced in 1992. Why do you think this role was so important for the NHS?

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b. What skills might a Biomedical Scientist need?

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Watch me: In the operating department

**Task:** After watching the clip, match up the correct statements to each job role in the operating theatre

Theatre Nurse

Takes x-rays to show how well the bones are joined back together

Anaesthetist

Reassures the patient before the operation and cleans up the theatre afterwards

Diagnostic radiographer

Prepares all the sterile surgical instrument, scopes and laser ready for surgery

Surgeon

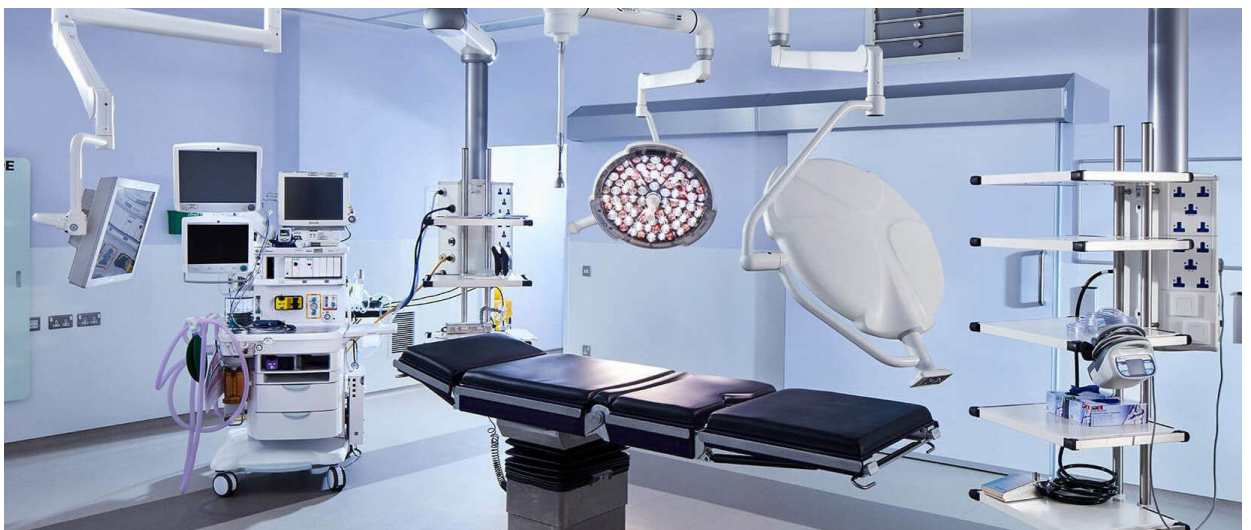
Passes sterile instruments to the surgeon

Health Care Assistant

Positions and fixes the bones back into place and closes the wound

Operating Department Practitioner

Puts patients to sleep and makes sure they stay unconscious and breathing



Reflection

a. Why do you think **teamwork** is so important for all NHS workers?

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b. Why do you think **good communication** is so important for all NHS workers?

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## Learning Objectives

- To develop opportunity awareness about a key employer within the UK.
- To identify general skills and qualities required for all employment as well as specialist ones for working in the Health Service.



Silent and Solo

**Do Now: Answer the questions below**

1. Write down 3 job roles you have seen in the Jay Perez story so far

2. What does the phrase 'job share' mean?

3. Name 2 unhealthy coping mechanisms for mental health

4. Name 2 healthy coping mechanisms for mental health

5. What are 3 protected characteristics

## Professional Behaviour

- 1 Professional behavior in the workplace is a combination of attitude, appearance and
- 2 manners. It includes the way you speak, look, act and make decisions. The main
- 3 principles of professional work behavior include:
- 4 • Treating your managers, colleagues and clients with respect
- 5 • Projecting a positive attitude
- 6 • Being polite
- 7 • Showing good judgment
- 8 • Being **ethical**
- 9 • Dressing appropriately
- 10 Employees who show professionalism at work are often productive, motivated and
- 11 perform at a high level. Colleagues and clients enjoy working with them, and they might
- 12 **transition** into leadership roles. Some companies have codes of professional conduct
- 13 that include rules about dress and behavior to help guide employees





Watch me: On the ward

Checking for understanding:

a. Is the nurse chatting to Jay about football unprofessional?

.....

.....

b. Is it unprofessional when James, the Health Care Assistant, looks to see if Jay has eaten his food?

.....

.....

c. What do doctors check or arrange before Jay can go home?

.....

.....

d. Why does Chloe, the Occupational Therapist, visit Jay? What is her role?

.....

.....



Watch me: At home

Checking for understanding:

a. List all of the job roles Jay has encountered since leaving the hospital

.....

.....

b. Jay still needs support since leaving the hospital. Write down 3 reasons why it is better for Jay to receive support at home rather than the hospital.

.....

.....

c. There is a difficult moment at the GP visit when Jay discloses that his is suffering with his mood and mental health. What 3 words would you use to describe the doctors reaction to Jay at this point?

.....

.....

## Learning Objectives

- To develop an understanding of why laws are needed to protect our health and safety in the workplace and at school



Silent and Solo

**Do Now: Answer the questions below**

1. Give an example of professional behaviour at work

2. What three things might motivate someone to work?

3. What are 2 short term effects of drinking alcohol?

4. Give a 3 examples of something that a person can be addicted to

5. Explain the term body image



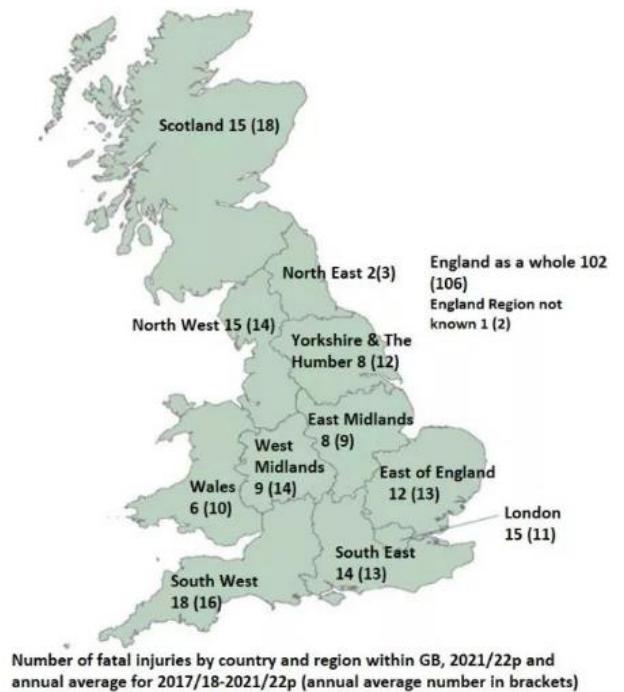


## Staying safe

1 Staying safe is everyone's priority whether that is at home, at school  
 2 or at work. In our academy, there is a one-way system and  
 3 everyone is asked to walk on the left-hand side of the corridor.  
 4 **Reflect** for a moment on why this system has been introduced and  
 5 the benefits of having this in place?



6 Health and Safety is often  
 7 something that's joked about in  
 8 workplaces. Something that's not  
 9 to be taken too seriously. However,  
 10 it's an important issue and whether  
 11 that is at school or when we enter  
 12 our first workplace. During 2021  
 13 and 2022, 123 people were killed in  
 14 their workplace and a staggering  
 15 565,000 people suffered an injury  
 16 (HSE 2023).



17 There has been a long- term declining trend in the number of fatal incidents in  
 18 the workplace over recent years, both to workers and members of the public.  
 19 Certain sectors and workplace activities continue to pose significant risk. Falling  
 20 from height and being struck by an object or moving vehicle, remain the most  
 21 high risk workplace activities.

**Task 1:** The picture below is a staff room office in a school. There are several hazards in this office. Place a triangle next to each one that you can see.



a. Give some examples of what **hazards** these health and safety issues might cause









## Health and Safety laws

- 1 The **1974 Health and Safety Act** is an important set of laws that was brought in to
- 2 make sure that employers make their workplace as safe as possible. The Health and
- 3 Safety Executive is a government body which ensures that “all employers must
- 4 ensure the health, safety and welfare of their employees – as far as is reasonable
- 5 and practical” (1974 H&S Act) The Act also states that:
- 6 . All entry and exit points must be safe
- 7 . There must be a safe working environment
- 8 . There must be adequate facilities (toilets and places to have a drink)
- 9 . The equipment must be safe and maintained
- 10 . All items must be stored safely and transported safely
- 11 . Safety clothing must be provided where appropriate
- 12 . Clear information on health and safety issues and training



**Task 2:** Thinking about the health and safety laws, in the table below explain how our academy meets all these requirements:

Health and Safety Law		
	<p>All entry and exit points must be safe</p>	<hr/> <hr/> <hr/> <hr/>
	<p>There must be a safe working environment</p>	<hr/> <hr/> <hr/> <hr/>
	<p>There must be adequate facilities (toilets and places to have a drink)</p>	<hr/> <hr/> <hr/> <hr/>
	<p>The equipment must be safe and maintained</p>	<hr/> <hr/> <hr/> <hr/>
	<p>All items must be stored safely and transported safely</p>	<hr/> <hr/> <hr/> <hr/>

Health and Safety Law		
	<p>Safety clothing must be provided where appropriate</p>	<hr/> <hr/> <hr/> <hr/>
	<p>Clear information on health and safety issues and training</p>	<hr/> <hr/> <hr/> <hr/>



**Turn and Talk:** Responsibility for Health and Safety in the workplace belongs solely to the employer.

What do you think?

**Stop and Jot:**

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## Health and Safety signs

- 1 There are four kinds of safety signs in the workplace. Prohibition, mandatory,
- 2 warning and safety instructions.

- 3 **Prohibition** signs are circular with a white background and a red
- 4 border with a diagonal red line running across the
- 5 picture. Prohibition means that you are prohibited from doing
- 6 something. In other words, DON'T DO IT!



- 7 **Warning** signs are triangular with a yellow background and a black
- 8 border. Warning signs are just that! They are warning you to be
- 9 aware.







- 10 **Safe condition** signs are square or rectangular with a green
- 11 background and white writing. These signs are guiding you to a
- 12 safer place or to something that will help with your safety.



- 13 **Mandatory** signs are circular and blue with white writing and
- 14 images. These signs mean that it is mandatory to do something.
- 15 In other words, you must obey what the sign is telling you.



**Task 3:** Look at the signs below

Sign	What type of sign is this?	What is this sign telling you to do?
		
		
		
		

**Reflection:** How do employers help to ensure everyone stays safe?

<p> </p> <p> </p> <p> </p>
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# ASSESSMENT

What might motivate someone to work?

1.

2.

3.

4.

5.

6.

How many hours is a full time contract?

7.

What is a permanent contract?

8.

What is a temporary contract?

9.

What is an advantage of a temporary contract?

10.

What is a disadvantage of a temporary contract?

11.

What is hybrid working?

12.

Has hybrid working increased or decreased since the COVID-19 pandemic?

13.

What are 3 advantages of hybrid working?

14.

15.

16.

What are 3 disadvantages of hybrid working?

17.

18.

19.

Aside from doctor and nurse, name 6 other roles in the NHS

20.

21.

22.

23.

24.

25.

Who works in the emergency services department who has been specially trained to treat minor injuries without necessarily having to refer to a doctor?

26.

Write down 2 skill this emergency services department worker might need?

27.

28.

Who put patients to sleep and makes sure they stay unconscious and breathing?

29.

Give 3 examples of professional behaviour

30.

31.

32.

Are the number of fatal incidents at work increasing or decreasing?

33.

What is a hazard?

34.

Give 4 examples of hazards you might encounter in school that you would report?			
35.			
36.			
37.			
38.			
Which act ensures all employers keep their workplace as safe as possible?			
39.			
Only an employer has responsibility for health and safety. True or false?			
40.			
What does a prohibition sign look like?			
41.			
Give 2 examples of prohibition signs?			
42.			
43.			
What does a warning sign look like?			
44.			
What colour is a safe conditions sign?			
45.			
What colour is a mandatory sign?			
46.			
What does a mandatory sign mean?			
47.			
Give 3 examples of other health and safety signs that you might see?			
48.			
49.			
50.			
Total		%	

A large rectangular area with a solid black border and horizontal dotted lines, resembling a writing template or a page for notes. The dotted lines are evenly spaced and run across the width of the page, providing a guide for writing.

## Where can you find support?

Remember, if you are concerned or have questions, there is always someone you can speak to.

At Longsands Academy, we are a Telling School. If you are experiencing any issues or problems either in or out of school, you can speak to your tutor, head of year or other trusted member of staff or email: [tellus@astrea-Longsands.org](mailto:tellus@astrea-Longsands.org) or [itstopsnow@astrea-longsands.org](mailto:itstopsnow@astrea-longsands.org)



- For accurate, reliable health information, visit [www.nhs.uk](http://www.nhs.uk)



- For support around mental health, visit Young Minds at [www.youngminds.org.uk](http://www.youngminds.org.uk) For help, text SHOUT to 85258 or call



- For advice on drugs, their effects and the law, visit [talktofrank.com](http://talktofrank.com)



- For advice on a range of issues from bullying, mental health, relationships and more contact Childline [www.childline.org.uk](http://www.childline.org.uk) 0800 1111

**childline**

ONLINE, ON THE PHONE, ANYTIME  
[childline.org.uk](http://childline.org.uk) | 0800 1111

- If you are worried about online abuse or the way someone is communicating, you can contact CEOP:  
<https://www.ceop.police.uk/Safety-Centre/>



- If you want to report a crime anonymously you can contact Crimestoppers on 0800 555 111

**CrimeStoppers.**  
**0800 555 111**  
100% anonymous. Always.

- You can also report concerns directly to the police by calling 101 or 999 in the case of an emergency



# Where can you find support about careers?

The Careers area in the Library is open at breaks and lunchtimes and also after school.

If you would like to make an 1-1 appointment to see a Careers Adviser, please ask your Careers Leader, Mr Powell, in school to arrange this.

Use your Morrisby Account at school and at home to find out more about potential careers and pathways.

## Where will your career take you?

Let Morrisby help find the perfect:

- ✓ Career
- ✓ Subject
- ✓ University
- ✓ Apprenticeship

Log in to your account at [morrisby.com](https://morrisby.com)

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