Example BTEC National Diploma in Health & Social Care Action Plan.

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| Name: A Student | Date Action Plan commenced : 1st September 2013 |

Your goals and the action plan should be personal to you and relate to your development during the Health & social care. Some of your goals will be short term (3 -6 months) and may be resolved fairly quickly, other goals will be longer term (10 – 18 months) and may need many reviews before they are achieved.

Remember your goals should be **S**pecific, **M**easurable, **A**ctionable, **R**elevant and **T**imed (see example)

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| Date goal set | Goal(Where do I want to be?)By when? | Actions (How do I get there?) | Review date  | Progress made (Work done) | Further Actions towards the goal(Work still to be done) | Review date or date when the goal is achieved |
| 1/9/13 | *To decide my choice of career as I’m currently torn between paediatric nursing and primary teaching.**I need to decide this before I start my UCAS application in June 2014* | Careers interview.Speak to professionals working in each.Work experience in each area.Find out more about each course and the entry requirements.Research the career opportunities for both professions.  | 1/10/13. | I have had a careers interview and have the GCSE’s required. I am also taking the correct BTEC and A levels.I have a work placement arranged in a Primary School | Still need to speak to professionals working in these jobs.Need to arrange a placement with a paediatric nurse or health visitor or similar.Research the career opportunities for both professionsTo decide which is the right choice for me. | 1/11/13 |
|  |  |  | 1/11/13 | I have spent two weeks on placement in reception class and have received a very positive report – see my feedback from placement.Also talked to different teachers regarding their roles and careers - reflected on these in my diary. Think I would like to work with year 1 or 2 rather than receptionI have started to research more about the job roles and have collected different job descriptions. | To arrange to spend time in school with other age ranges.Still need to speak to someone working as a paediatric nurse.Contact Alder Hey regarding a placement or voluntary work.To decide which is the right choice for me. | 1/12/13 |