

Year 10	Lesson 5 Balancing Your Time and Reducing Stress Lesson Plan
Ground Rules	Slide of ground rules
Warm-up	<p>Introduction outlining we should treat and manage time like money</p> <p>Personal Reflection:</p> <ul style="list-style-type: none"> • Do you want to be more organised and/or productive? • Do you spend your day feeling very busy and wondering why you haven't been able to complete all that you want to? • Do you wish you had more than 24-hours in a day? • Do you feel stressed by not having enough time for yourself? <p>• Teacher to record feedback</p> <p>If yes to any of the questions, you need to manage your time better</p>
Lesson Aims	<p>Today we are going to - taken from the PSHE Association Curriculum Framework 2014 (updated 2017)</p> <ul style="list-style-type: none"> • Understand the importance of managing time effectively and the effect it can have on our stress levels if we don't do so
Time Management	<p>Class Exercise:</p> <ul style="list-style-type: none"> • Why do we need time management? • What impact can not having enough time to do things have on our wellbeing? <p>Feedback and Class discussion – use examples to compare against class lists</p> <ul style="list-style-type: none"> • Teacher to record feedback
Our Time	<p>Managing Time, more than a calendar, it's making choices</p> <p>Class Exercise:</p> <ul style="list-style-type: none"> • What areas currently take up our time? <p>Feedback and Class discussion – use examples to compare against class lists</p> <ul style="list-style-type: none"> • Teacher to record feedback <p>Personal Exercise:</p> <ul style="list-style-type: none"> • Use the Personal Exercise Sheet to assess how you spend your time each week • What does this tell you about how you spend your time? • Be prepared to share your thoughts with the class

	<ul style="list-style-type: none"> • Teacher can record as appropriate
<p>Managing Our Time</p>	<p>Class Exercise:</p> <ul style="list-style-type: none"> • What action can we take to use our time effectively? • How will it contribute to good mental health? <p>Feedback and Class discussion – use examples to compare with class feedback</p> <ul style="list-style-type: none"> • Teacher can record as appropriate
<p>Managing My Time</p>	<p>Personal Exercise:</p> <ul style="list-style-type: none"> • Use the 24 hour template for a school day and prioritise and plan it. • Here are some activities that you may include so you need to decide what are your priorities including ‘need to do’ and ‘nice to do’ <ul style="list-style-type: none"> – Sleep – School – Homework – Seeing friends – Spending time with family – Religious activity – Eating – Chores – Studying – Social media – Exercise – How do you feel personally now you have a plan? <ul style="list-style-type: none"> • How balanced do you think it is? • Be prepared to share your plan with the class <p>Feedback and Class discussion</p> <ul style="list-style-type: none"> • Teacher can record as appropriate
<p>Help and Support</p>	<p>Where to go for any help and support and a handout listing organisations they can approach confidentially</p> <p>As School Nurses visit schools at different times and days, teachers need to ensure they cover their schools dates and accessibility rules in this section</p> <p>Teachers need to cover the ‘Your guide to children and young people’s emotional health services</p>
<p>Evaluation</p>	<p>Your reflection and feedback is important!</p> <ul style="list-style-type: none"> • Use ‘What I Learned Today’ evaluation form – students to complete these anonymously and hand them in for teacher to review and assess.