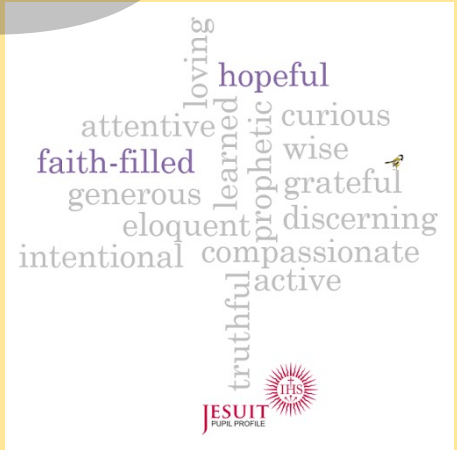




# SOFTS

PSHE

INTEGRAL SKILLS



Let us pray,

Heavenly Father, as I set my goals for personal growth, I seek to align them with Your divine plan. Let my aspirations be in harmony with Your will, and may my journey reflect Your purpose for my life.

“In their hearts humans plan their course, but the Lord establishes their steps.” Guide my steps, Lord, and let my goals be in accordance with Your plan. Amen

St Joseph...pray for us



## Integral skills

Every subject at St Joseph's is underpinned by four Integral Skills. These skills are essential in the curriculum that we study and they provide a wide range of teaching and learning strategies in order for us to progress lesson by lesson.

In PSHE this week, we are going to discover each of the 4 integral skills that we are using in lessons without even knowing it.

This week we will focus on **PERSONAL EFFECTIVENESS**

**First let's find out what the integral skills are and familiarise ourselves with key vocabulary.**

# Creativity and Innovation

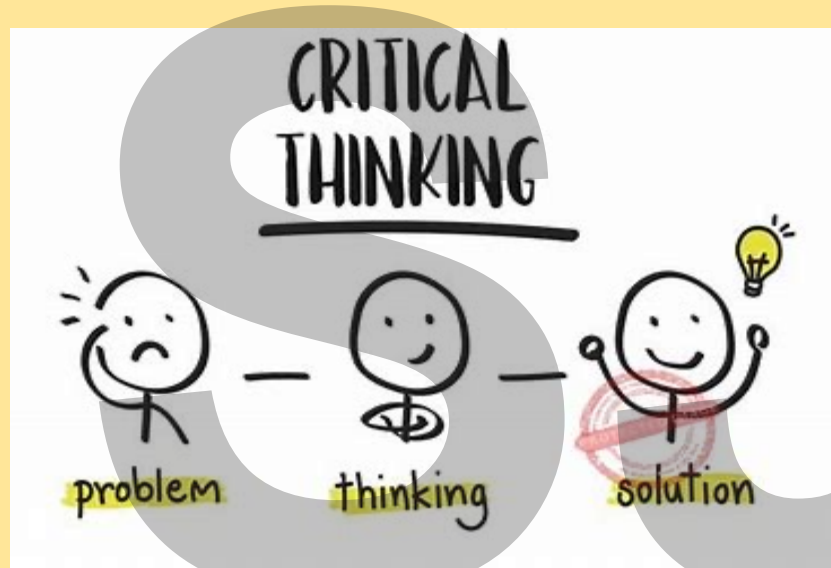


**“Creativity is thinking up new things.  
Innovation is doing new things.”**

**Theodore Levitt**

- We have space to be curious and inquisitive, and to generate many ideas. We are supported in making links and connect unrelated experiences, knowledge and skills, and see, explore and justify alternative solutions.
- We should be able to identify opportunities and communicate their strategies.

# Critical Thinking and Problem-solving



**“It takes a different kind of thinking to solve a problem than the kind of thinking that produced to problem.”**

**Albert Einstein**

- We have support to ask meaningful questions, and to evaluate information, evidence and situations.
- We are able to analyse and justify possible solutions, recognising potential issues and problems. We become unbiased in our decision-making, identifying and developing arguments.
- We are able to propose solutions which generate different types of value.

# Personal Effectiveness



**“Effectiveness is the result of understanding and optimising your unique strengths and weaknesses.”**

- We develop emotional intelligence and awareness, becoming confident and independent. We have opportunities to lead debate and discussions, becoming aware of the social, cultural, ethical and legal implications of their arguments.
- We are able to evaluate our learning and mistakes, identifying areas for development.
- We become responsible and reliable, being able to identify and recognise different types of value and then use that value.

# Planning and Organising



**“Planning and executing are necessary to reach any goal in life.”**

**Sabrina Quairolì**

- We are able to set goals, make decisions and monitor interim results and able to reflect and adapt, as well as manage time, people and resources. In our work we can check for accuracy and be able create different types of value.

So now we know what the integral skills are, let us focus on  
**Personal Effectiveness**

## **What Does Personal Effectiveness Mean?**

- Personal effectiveness means getting the best out of yourself.
- It's an approach to success that involves utilising all of your energy, skill and motivation to develop and reach the goals you set for yourself. Individuals with good personal effectiveness tend to constantly strive to achieve more, advance their careers and grow in both a personal and professional sense.
- When you demonstrate personal effectiveness, you will be working with all of the resources available to make the progress you aspire to. Whilst making use of the help and support that other people can give you, it will also involve confidently managing yourself and understanding that it is your responsibility to take the necessary steps towards growth and change.
- On an individual level, personal effectiveness means different things to different people. We all have our own standards of success and achievement, and working at the highest level of personal effectiveness will look different for everyone.



# Why is Personal Effectiveness an important skill?

- Personal effectiveness is a trait that is often linked to positive wellbeing and is an important part of leading a successful and fulfilling life. In an academic sense, it's an important skill that means you will be more productive, motivated and consistently meet goals and make progress.
- In order to demonstrate personal effectiveness, you first need to understand what your highest level of performance is. Then you can identify what personal effectiveness looks like for you and figure out the ways that you are going to achieve this.
- Implementing personal effectiveness into your life is important because it helps you feel more satisfied and accomplished, which is good for positive mental health. People who understand themselves and their abilities deal better with unexpected situations, lead more fulfilling lives and have more faith and confidence in themselves, which is an essential part of success and satisfaction.
- Focusing on developing personal effectiveness is also important because it allows you to sit down and really think about what it is that you want to achieve in school and in your relationships.
- Finally, people who have good personal effectiveness skills are motivated, engaged and organised. If you want to succeed at in school, having personal effectiveness skills will make a big difference.

# PROGRESS REPORTS AND TARGET SETTING

## Year 7 & 8

In Year 7 and 8 a new reporting system has been introduced and this has been simplified into 3 'Progress' scores, -1, 0 and 1. This allows teachers to report on your attainment as well as you knowing and understanding your progress from year to year. Your teachers are using a range of evidence to assign a 'Progress' score; considering your capacity to transfer what they know to new and increasingly unfamiliar contexts, their understanding of concepts and key ideas, and your development of skills. A 'Progress' score of:

- -1 indicates your knowledge is emerging. When a -1 has been awarded, we suggest that you speak to your teacher to discuss **effective learning strategies to help accelerate your learning.**
- 0 indicates your knowledge is progressing as expected. When a 0 has been awarded, you are on track to achieve your highly aspirational target.
- 1 indicates your knowledge is exceeding expectations. When a 1 has been awarded, you are on track to exceed your highly aspirational target.
- **Your score is not a comparison with others in the class.** The + and – are based on individual progress on aspirational targets.

## Years 9-13

In Year 9-13 the reporting system has remained the same. This process focuses on

- End of Year target
- Current prediction
- Progress towards target
- Exam/assessment practice
- Home Learning progress
- Attitude to Learning
- Behaviour
- Two skills targets

**Your progress report allows you to consider personal effectiveness as you reflect on your scores/targets and put effective strategies in place in order to be the best you can be.**

# WHAT ARE THE FOUR COMPONENTS OF PERSONAL EFFECTIVENESS?

## OWNERSHIP

Ownership is about taking control of your life and being responsible for your work and results.



## DISCIPLINE

It means being proactive, anticipating needs, adequately preparing for them, and resolving every issue in your path.



## EXECUTION

Execution requires a combination of speed and purpose to achieve personal effectiveness.



## LEARNING AGILITY

It enables you to challenge yourself relentlessly, explore uncharted territories and be more resilient.



# PERSONAL EFFECTIVENESS

## Ownership

- Ownership in personal effectiveness is about taking control of your life and being responsible for your work and results. **It means knowing what you want, where you're going, and everything related to your work.** Understanding how something can impact the outcome of your work is also part of it. Of course, that would require you to assess what you already have – your skills, experience, and job expectations.
- To simplify, ownership in personal effectiveness requires you to be result-oriented or outcome-focused in any endeavour.

## Execution

- **For execution, one needs to be focused on why they're doing the job and how to reach the end goal quickly.** So it depends. Would you say you're fast and efficient? Or do you just go with the flow aimlessly?
- A combination of speed and purpose is a must for proper execution. So, personal effectiveness will be within your reach if you can master the art of speed, work with a sense of purpose and search for perfection.

# PERSONAL EFFECTIVENESS

## Discipline

- Discipline is more than 'orderly or prescribed conduct or pattern of behaviour'. In gaining personal effectiveness, you'll require discipline. In today's world, discipline is a multifaceted concept.
- Today's environment requires constantly being on top of every issue. Also, recognising risks and actively mitigating them is critical for success. Discipline in personal effectiveness doesn't mean you have to be rigid. **It means being proactive, anticipating needs, adequately preparing for them. And it results in you successfully resolving every issue in your path.**

## Learning Agility

- Learning agility is the last component of personal effectiveness. Having a growth mindset and constantly learning to keep up with the changing world can be the thing that differentiates you from the crowd. In addition, a sense of curiosity, wonder, and humility can help you reach heights you've never thought of before.
- So, you must challenge yourself relentlessly and explore uncharted territories without fear. **Breaking the barriers of ambiguity and becoming resilient to changes will help you achieve personal effectiveness.**

LET'S DISCUSS

As a form discuss what personal effectiveness skills you have utilised this term to help improve school work, attitude and behaviour?

Use the diagrams to help with ideas.



dreamstime.com

ID 269681847 © Dreamstime.com

Expect Results

