



Monday 19th August 2024 - Basic Training Academy Day 1

Venue: London: LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ

Dress: Professional Dress (black trousers/skirt & shoes)

Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#20: Found It Right!

TIME	PILLAR	SESSION	OVERVIEW
09:00 - 09:30	-----	Registration, Documents & Ice Breakers	Arrival - time for registration, ID doc checks, refreshments & ice breakers
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 10:30	CONNECT	Spotlight on: Meet the Team	A chance to get to know the regional staff team.
10:30 - 11:15	CONNECT	CY: Values, Vision & Mission	An intro into who CYUK are, our beliefs, culture and values: what we do & why.
			BREAK (15 MINS)
11:30 - 12:30	LEARN	The Volunteer Experience	An insight into the role of a City Year Mentor and what to expect from your year of service; starting with the end in mind.
			LUNCH (1 HOUR)
13:30-15:00	CONNECT	Project Management Challenge	A fun team building activity to end the day and get to know each other.
15:00-15:15	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a testimonial



Tuesday 20th August 2024 - Basic Training Academy Day 2

Venue: London - LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ

Dress: Professional Dress (black trousers/skirt & shoes)

Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#13: Every Important Endeavour Gets a Team!

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	LEARN	The Pupil Journey	Learn about City Year's 'Whole School, Whole Child' model, how we work with focus list students and the areas we target through our A,B,C,D's.
BREAK (15 MINS)			
11:15 - 12:15	LEARN	Safeguarding I	Possibly the most important session in BTA - how to keep yourselves and the students you work with safe during your year of service.
LUNCH (1 HOUR)			
13:15 - 14:15	LEARN	Safeguarding II	Possibly the most important session in BTA - how to keep yourselves and the students you work with safe during your year of service.
14:15-15:00	CONNECT	Team Reveal	The moment you have been waiting for; meet your team, IO and find out which school you will be serving in.
15:00-15:15	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial



Wednesday 21st August 2024 - Basic Training Academy Day 3

Venue: London - LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ

Dress: Professional Dress (black trousers/skirt & shoes)

Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#53: Set Very High Expectations for Yourself.

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	LEARN	Understanding Schools & Teachers	An insight into what to expect from schools, what challenges they face and how best to understand and support teachers.
BREAK (15 MINS)			
11:15 - 12:15	LEARN	Behaviour Management Part I	Tackling challenging behaviour can be intimidating - this session aims to help you understand key behaviour principles and provide you with some tools to feel more confident.
LUNCH (1 HOUR)			
13:15 - 14:15	IMPRESS	Professionalism	An important session looking at leader behaviours, expected volunteer conduct and how to work in a professional setting.
13:15 - 14:15	LEARN	Alternative Provision Support	GM team only Find out more about what our coaching model looks like in your school context with a specific focus on supporting students in Alternative Provision
13:15 - 14:15	LEARN	EHCP Support Session	LDN team only Find out more about what our coaching model looks like in your school context with a specific focus on supporting students with EHCPs.
14:15-14:30	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.



Thursday 22nd August 2024 - Basic Training Academy Day 4

Venue: London - LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ
Dress: Professional Dress (black trousers/skirt & shoes)
Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#169: Always Be Prepared to Answer One Question: How Can You Make a Difference?

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	LEARN	Working with a Focus List: Coaching & Mentoring through CICO and DESSA	Exploring the ways in which you will work with focus list students on their academics, behaviour and SEL (an intro into what we mean by Social Emotional Learning here) through our near-peer coaching and mentoring approach.
BREAK (15 MINS)			
11:15 - 12:30	LEARN	In Class Support I	A look at how you support students in class, what your roles and responsibilities are, and to feel prepared for your first time in the classroom.
LUNCH (1 HOUR)			
13:30 - 14:15	LEARN	In Class Support II	A chance to practically apply some in-class support strategies.
14:15-14:30	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.



Friday 23rd August 2024 - Basic Training Academy Day 5

Venue: *Virtual - Google Meet link [here](#)*

Dress: *Casual Dress*

Behaviours: *Cameras On! 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'*

PITW#160: Seek to Have a Hard Head and a Soft Heart!

TIME	PILLAR	SESSION	FACILITATOR	OVERVIEW
09:30 - 10:00	CONNECT	National First Circle	Dean	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	-----	Finance Briefing + City Year Connect	Mahjabin & Sophie	An opportunity to understand City Year's expenses policy and training introducing volunteers to the CY Connect platform where they can log their expenses and attendance.
SCREEN BREAK (30 MINS)				
11:30 - 12:00	IMPRESS	Marcomms: Content Creation & Creative Mentorship	Alec & Rux	Interested in building your marketing and content creation skills find out more about how you can do that during your year at City Year including our half termly content creation award and the opportunity to take part in creative mentorship sessions with the marcomms team to gain new knowledge / tips and tricks / receive feedback on any created content.
LUNCH (1 HOUR)				
13:00 - 13:45	CONNECT	Team Time	IOs	A chance to connect with your team and hear any important updates from your IOs. Your IOs will send you joining links.
SCREEN BREAK (15 MINS)				
14:00-15:00	CONNECT	Know Your Why	Kevin Munday	This session focuses on the motivation and intention that people bring to their work. This session helps us to move beyond knowing the what and how of doing a task to understanding the "why" and tapping into deeper motivation.
15:00-15:15	CONNECT	National Final Circle	Dean	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.



Tuesday 27th August 2024 - Basic Training Academy Day 6

Venue: London - LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ

Dress: Professional Dress (Black skirt/trousers & black shoes)

Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#167. If There Is No Goal, There Can Be No Success.

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 10:45	REFLECT	Pause on the Walk: BTA	Reflections and learning from a week of BTA and set our intentions moving into our second week.
BREAK (15 MINS)			
11.00-12.00	LEARN	Tutoring Skills	A formation session introducing top strategies and skills needed to effective tutoring.
LUNCH (1 HOUR)			
13:00 - 14:15	LEARN	Tutoring - English	A practical session relating your learning to English tutoring and having a chance to give it a go and dig deeper into how you will offer English support in schools.
14:15-14:30	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.



Wednesday 29th August 2024 - Basic Training Academy Day 7

Venue: London - LIFT N1 9PW. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ

Dress: Dress Down Day (casual dress)

Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#121: Use Every Experience as a Learning Experience.

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	LEARN	Tutoring & the Curriculum	Understanding your role as a tutor; in class vs 1:1 and how it links to the national curriculum.
BREAK (15 MINS)			
11:15 - 12:30	LEARN	Tutoring - Maths	A practical session relating your learning to Maths tutoring and having a chance to give it a go and dig deeper into how you will offer Maths support in schools.
LUNCH (1 HOUR)			
13:30 - 14:30	IMPRESS	Learning from Leaders: Alumni Networking	Your first Learning from Leaders session where you get to hear and learn from previous years mentor alumni's experiences
14:30-14:45	IMPRESS	Alumni School Groups	A chance for teams to gain insights specific to their schools with previous alumni. To include a break/informal chats with coffee.
14:45-15:00	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.



Thursday 29th & Friday 30th August 2024 - Basic Training Academy Day 8&9

Venue: **Virtual - Google Meet** [link](#)

Dress: **City Year Red T-shirt**

Behaviours: **Cameras On! 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'**

PITW#44: Everyone Always Needs to Be Prepped.

TIME	PILLAR	SESSION	OVERVIEW
Thursday 29th August			
10:00-10:30	IMPRESS	Skills Builder Introduction	Focusing on your personal and professional development: and introduction to Skills Builder. Understanding how you can develop key skills throughout the year using the Skillsbuilder Framework.
10:30-11:00	IMPRESS	Skills Builder: Benchmarking	Benchmark yourself against the Skills Builder Universal Framework to understand your strengths and development areas in each of the eight essential skills.
11:00 - 15:00 (approx)	-----	Flexi Day #1	This day will look different for different teams; some of you will be visiting your schools, others will have independent e-learning or scheduled virtual sessions to attend. Your IO will guide you on what to expect on this day.
BREAKS & LUNCH TO BE SELF MANAGED			
13:15 - 14:15	LEARN	Phonics	Primary School teams only: An intro session giving you an overview of phonics and how you might use it this year.
13:15 - 14:15	LEARN	Behaviour Management: Top Up	GM Aly Prov Team Only: Some additional behaviour management training for working with EHCP students or in an alternative provision setting.
14:30 - 15:15	CONNECT	LFL (Alumni Edition): 1. International Students 2. Primary School	A chance for a Q&A about the experience of being a City Year Mentor in a 1. British school system if you have not had that experience of schooling yourself or 2. A primary school. Understand how to navigate the role within that context from previous alumni who have done it.
Friday 30th August			
09:30 - 15:00 (approx)	-----	Flexi Day #2	Flexible day including school visits, independent e-learning or scheduled virtual sessions to attend. Your IO will guide you on what to expect on this day.



Friday 6th September 2024 - Basic Training Academy Day 10

Monday 2nd - Thursday 5th September will be spent in school service.

Venue: London - Akin Gump E1 6EG. Birmingham: Edgbaston Community Centre, B15 2HU. Manchester: St Thomas Centre, M12 6FZ
Dress: CY Uniform (red T-shirt, red jacket, black skirt/trousers & black shoes)
Behaviours: 'Front Most, Centre Most': ready to engage and contribute. WYPIIWYGO - 'What you put in is what you get out'

PITW#106: City Year Mentors and Staff Together Make Up a Single City Year Workforce for Idealism.

TIME	PILLAR	SESSION	OVERVIEW
09:30 - 10:00	CONNECT	First Circle	A way to begin the day together with joys, ripples, appreciations and announcements.
10:00 - 11:00	REFLECT	Reflective Practice: Best Practice Sharing	An interactive and reflective session for sharing insights and learning with each other from week one in school
BREAK (15 MINS)			
11:15 - 12:15	REFLECT	Idealist's Journey Intro & Study Group #1	The Idealist's Journey is a reflective practice curriculum that runs through City Year's L&D programme under the 'Reflect' pillar. Over the year these study and discussion groups will allow you to reflect on your City Year journey guiding you through your year of service in a purposeful and intentional way.
LUNCH (1 HOUR)			
13:15-14:15	CONNECT	Red Jacket Ceremony	An annual occasion for every new cohort of volunteer mentors: a chance to demonstrate your commitment to your year of service by dedicating your red jacket. Remember to bring your red jacket!
14:15-14:30	CONNECT	Final Circle	Ending your day the CY way: ship-shape, JRA's and a mentor testimonial.