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**Programme planner**

There’s space in this planner template to plan 13 weeks of unit meetings (a full term) and also space to reflect on how your plan employs the five essentials. Work with your girls and leadership team to plan each week’s activities for your term.

The text in *blue italics* is a six-week example plan for a Guides unit to show how you can use this tool, please edit/amend or delete the information to make it relevant to your unit.

Visit Girlguiding.org.uk/everygirl to find out more about the activities mentioned below and check out the programme training module on planning activities with your girls for more planning tips.

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| **Week commencing** | **Activities planned** | **Time** | **Themes covered** |
| Week 1  \_\_/\_\_/\_\_ | *Discover the new programme activity from guiding magazine*  *Girls choosing unit meeting activities using dice from the guiding magazine*  *Patrol time – what interest badges are you interested in trying?*  *Promise activities* | *30 mins*  *20 mins*  *15 mins*  *15 mins* | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □  *(tick themes as appropriate)* |
| Week 2  \_\_/\_\_/\_\_ | *Road trip - Be Well unit meeting activity*  *Skills builder time - Girls choosing which Take Action skills builder to do:*  *Activities running at the same time - depending on what girls choose and what stage they are at:*  *Edible Actions – Make Change Stage 3*  *Big Changes Start with Small Steps – Make Change Stage 4*  *Campaign codebreakers – Make Change Stage 5*  *Believe it or not – Influence Stage 3*  *Womanifestos – Influence stage 4*  *People Power – Influence stage 5*  *Play a game with those groups whose activity is only 30 mins whilst any doing Make change Stage 5 finish off, eg ‘Stuck in the mud’* | *20 mins*  *10 mins*  *30 mins*  *30 mins*  *45 mins*  *30 mins*  *30 mins*  *30 mins*  *10 mins* | Know Myself □  Express Myself □  Be Well ✓  Have adventures □  Take Action ✓  Skills For My Future □ |
| Week 3  \_\_/\_\_/\_\_ | *Plastic planting – Have Adventures unit meeting activity*  *Play a game [Your units favourite game]* | *45 minutes*  *30 minutes* | Know Myself □  Express Myself □  Be Well □  Have adventures ✓  Take Action □  Skills For My Future □ |
| Week 4  \_\_/\_\_/\_\_ | *Skills builder time - Girls in the same skills builder groups as week 2*  *Running at the same time depending on what girls choose and what stage they are at:*  *I can change that – Make Change Stage 3*  *Testing out tactics – Make Change Stage 4*  *Mini manifesto – Make Change Stage 5*  *Comeback club – Influence Stage 3*  *Get heard – Influence stage 4*  *Snowflake connections – Influence stage 5*  *Play a game with the group doing influence stage 3 whose activity is only 45 mins whilst any the other groups finish off*  *Group discussion about party planning for week 6* | *60 mins*  *60 mins*  *60 mins*  *45 mins*  *60 mins*  *60 mins*  *10 mins*  *15 mins* | Know Myself □  Express Myself ✓  Be Well □  Have adventures □  Take Action □  Skills For My Future ✓ |
| Week 5  \_\_/\_\_/\_\_ | *Interest badge discussion in Patrols*  *Story swap – Express Myself unit meeting activity*  *Patch up plastics – Skills For My Future unit meeting activity* | *15 minutes*  *45 minutes*  *15 minutes* | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action ✓  Skills For My Future □ |
| Week 6  \_\_/\_\_/\_\_ | *Promise party for new girls, have a bonfire and toast marshmallows*  *New girls who are ready take their Promise and are awarded the badge*  *Any interest badges the girls have earned so far are presented formally and their achievement is celebrated by everyone* |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 7  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 8  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 9  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 10  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 11  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 12  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |
| Week 13  \_\_/\_\_/\_\_ |  |  | Know Myself □  Express Myself □  Be Well □  Have adventures □  Take Action □  Skills For My Future □ |

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| **Five essentials employed this period**  When your terms plan is drafted, look back over it to ensure that the five essentials are all considered. |
| Working together in small groups □  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Decision making and self-government □  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Caring for the individual □  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Commitment to a common standard □  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Balanced and varied programme □  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |