Intervention Program: Time Management & Study Habits

Target Group: Key Stage 4 SEN Students

Duration: 6 weeks (1 session per week, 45–60 minutes each)

Focus: Organization, meeting deadlines, learning routines

Purpose: To help students reflect on and improve how they manage their workload.

🔹 Week 1: Introduction & Self-Reflection

Objective: Students identify current strengths and challenges in managing time and study habits.

- Icebreaker: "A Day in My Life" activity (students draw/write about a typical day)
- Discussion: What helps/hinders getting things done?
- Self-assessment checklist (visual-friendly)
- Outcome: Each student sets one personal goal for improvement

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🔹 Week 2: Understanding Time

Objective: Students gain awareness of how they currently use their time.

- Activity: Time Audit (color-coded visual timetable of a school day/week)
- Group task: Sorting “Essential vs. Optional” activities
- Teaching tool: Use of timers/alarms/reminders
- Outcome: Create a personal weekly timetable template

🔹 Week 3: Planning & Prioritising

Objective: Students learn how to break tasks down and set priorities.

- Mini-lesson: Urgent vs. Important (introduce a simplified Eisenhower grid)
- Activity: Break down a mock homework task into smaller steps
- Tool: “To-Do vs. Done” board or checklist system
- Outcome: Students plan one real assignment or task using a scaffold

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🔹 Week 4: Study Routines & Revision Skills

Objective: Introduce effective and SEN-friendly study strategies.

- Introduce the Pomodoro Technique (use timers/visuals)
- Multi-sensory strategies: flashcards, voice notes, mind maps
- Activity: Try out 2 different revision methods in pairs
- Outcome: Students choose 1–2 methods to use for upcoming tests

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🔹 Week 5: Coping with Deadlines & Avoiding Overwhelm

Objective: Develop emotional regulation and practical strategies for staying on track.

- Role play: What to do when you feel stuck or behind
- Teach strategies: asking for help, using timers, breaking work into “mini-deadlines”
- Activity: “What I Can Control” worksheet
- Outcome: Students create a “My Plan for When I Feel Overwhelmed” card

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🔹 Week 6: Reflection & Next Steps

Objective: Consolidate learning and celebrate progress.

- Review: Look back at Week 1 goals
- Activity: “Progress Passport” – students create a visual summary of what helps them study
- Certificates or celebration for participation
- Optional: Share with parents/mentors for continuity

🛠️ Tools & Supports to Include Throughout:

- Visual aids (timelines, checklists, icons)
- Personal planners or simplified diaries
- Peer or adult mentors (if possible)
- Use of assistive tech (e.g., reminder apps, timers, speech-to-text tools)