

Sample Timetable

Transition to Employment (18 years+)

	Monday	Tuesday	Wednesday	Thursday	Friday
08:00	Check-in, Exercise and Morning Rota				
08:15	<p style="text-align: center;">Work Right</p> <p>Health and safety, Knowing your rights, Responsibilities at work, Teamwork, Getting help</p>	<p style="text-align: center;">Digital Literacy</p> <p>Using computers, Using the internet, Communicating digitally in the world of work, Data security and internet safety, Word Processing, Using Spreadsheets and Formula, Creating presentation</p>	<p style="text-align: center;">Careers and Experiencing Work</p> <p>Self-development, Career management, Considering higher education or work experience, Preparing for the workplace</p>	<p style="text-align: center;">Opening Minds</p> <p>Citizenship, Learning, Managing information, Relating to people, Managing situations</p>	<p style="text-align: center;">Personal Finance</p> <p>Income and expense, Budgeting, Saving methods, Financial risk, Financial services and products, Personal data, Tax system in Thailand</p>
09:45	Morning Break & Snack				
10:15	<p style="text-align: center;">Qualification Programme: Barista</p> <p>National Advanced Diploma Qualification of Vocational Competence Certified by Thailand Professional Qualification Institute</p>	<p style="text-align: center;">Work Experience: Office Administration</p> <p>Office skills training, Using ICT, Professionalism, Teamwork, Following work schedule and work log, Attention to details, Quality checking</p>	<p style="text-align: center;">Community Trip</p> <p>Planning and budgeting, Time management, Communication, Navigational skills, Emergency plan, Teamwork, Problem solving</p>	<p style="text-align: center;">Work Experience: Customer Service</p> <p>Communication, Interpersonal skills, Problem solving, Time management, Following work log and instructions, Teamwork, Self-confidence and Self-esteem</p>	<p style="text-align: center;">Work Experience at Partnership's Companies</p> <p>Understanding of the field, Professionalism, Coping with change, Self-management, Organisational skills, Problem solving, Taking feedback</p>
11:45	Lunch Break				
12:45	<p style="text-align: center;">Entrepreneur</p> <p>Understanding entrepreneurship, Market analysis, Building your brand, The 4P's, Marketing plan</p>	<p style="text-align: center;">Employability Development Skills</p> <p>Career exploration, Applying for a job, Communication at work, Rights and responsibilities in the workplace, Advice and guidance,</p>	<p style="text-align: center;">Digital Media Design</p> <p>Design principles, Graphic design, Web design, Digital imaging and photography, Video editing, Portfolio development</p>	<p style="text-align: center;">Team Building & Communication</p> <p>Active listening, Conflict resolution, Collaboration, Time management, Adaptability, Leadership and followership, Problem solving</p>	<p style="text-align: center;">Living Independently</p> <p>Earning and spending, Health and wellbeing, Practical cooking skills, Career management, Preparing for the world of work</p>
14.15	Social Time and Afternoon Rota				

Sample Timetable

Preparation for the Future (16-20 years old)

	Monday	Tuesday	Wednesday	Thursday	Friday
08:00	Check-in, Exercise and Morning Rota				
08:15	<p style="text-align: center;">Work Right</p> <p>Health and safety, Knowing your rights, Responsibilities at work, Teamwork, Getting help</p>	<p style="text-align: center;">Digital Literacy</p> <p>Using computers, Using the internet, Communicating digitally in the world of work, Data security and internet safety, Word Processing, Using Spreadsheets and Formula, Creating presentation</p>	<p style="text-align: center;">Developing Communication Skills</p> <p>Verbal and non-verbal communication across daily activities such as going shopping, interviewing, asking for direction, giving presentation</p>	<p style="text-align: center;">Internal Work Experience</p> <p>Career clarity and personal growth, Responsibilities, Communication, Teamwork, Resume enhancement, Confidence building, Workplace etiquette</p>	<p style="text-align: center;">Budgeting and Money Management</p> <p>Income and expense, Budgeting, Saving methods, Financial risk, Financial services and products, Personal data, Tax system in Thailand, Using a bank account</p>
09:45	Morning Break & Snack				
10:15	<p style="text-align: center;">Meal Preparation and Baking</p> <p>Life skills cooking, Basic culinary skills, Recipe reading and following, Time management, Meal planning, Healthy eating lifestyle</p>	<p style="text-align: center;">Self-Advocacy</p> <p>Knowing one's rights and responsibilities, Speaking up for oneself, Making decisions, Being assertive</p>	<p style="text-align: center;">Community Trip</p> <p>Planning and budgeting, Time management, Communication, Navigational skills, Emergency plan, Teamwork, Problem solving</p>	<p style="text-align: center;">Personal Safety and Internet Safety</p> <p>Personal data, Password management, Social media safety, Online communication, Secure websites, Reporting and seeking help</p>	<p style="text-align: center;">Snack Shop Enterprise</p> <p>Entrepreneurial skills, Budgeting, Selling and marketing, Cash handling, Basic accounting, Poster design, Problem solving</p>
11:45	Lunch Break				
12:45	<p style="text-align: center;">Going to College and Peer Mentoring</p> <p>Preparation for a college life, Peer mentoring leadership, College resources, Time and stress management, Self-study skills, Technology skills</p>	<p style="text-align: center;">Work Experience: Customer Service</p> <p>Communication, Interpersonal skills, Problem solving, Time management, Following work log and instructions, Teamwork, Self-confidence and Self-esteem</p>	<p style="text-align: center;">Digital Media Design</p> <p>Design principles, Graphic design, Web design, Digital imaging and photography, Video editing, Portfolio development</p>	<p style="text-align: center;">Team Building & Communication</p> <p>Active listening, Conflict resolution, Collaboration, Time management, Adaptability, Leadership and followership, Problem solving</p>	<p style="text-align: center;">Independent Living</p> <p>Basic self-care and daily routines, Cooking basics, Paying bills, Financial plan, Safety awareness, Public transportation, Emergency, Basic first aid</p>
14.15	Social Time and Afternoon Rota				

Sample Timetable Life Skills (14-18 years old)

	Monday	Tuesday	Wednesday	Thursday	Friday
08:00	Check-in, Exercise and Morning Rota				
08:15	<p style="text-align: center;">Work Awareness</p> <p>Finding out about different occupations, Health and safety at work, Different types of jobs, Responsibilities at work, Teamwork, Getting help</p>	<p style="text-align: center;">Basic Digital Skills</p> <p>Using computers, Using social media, Using the internet, Checking emails, Word Processing, Using Spreadsheets, Using application basics</p>	<p style="text-align: center;">Community Trip</p> <p>Going out in the community, Using public transportation, Ordering food and drinks, Making purchases, Reading signs and timetable, Asking for help,</p>	<p style="text-align: center;">Work Simulation: Office or Coffee Shop</p> <p>Communication, Interpersonal skills, Problem solving, Time management, Following work log and instructions, Teamwork, Self-confidence and Self-esteem</p>	<p style="text-align: center;">Money and Numeracy Skills</p> <p>Counting in multiples, Coins and notes, Creating a budget, Checking for changes, Comparing values, Addition and subtraction</p>
09:45	Morning Break & Snack				
10:15	<p style="text-align: center;">Meal Preparation</p> <p>Life skills cooking, Basic culinary skills, Recipe reading and following, Time management, Meal planning, Healthy eating lifestyle</p>	<p style="text-align: center;">New Horizons</p> <p>Personal skills, Strengths and interests, Leisures, Family and friends, Experience local community, Helping others, Citizenship, Relationships</p>	<p style="text-align: center;">Developing Communication Skills</p> <p>Verbal and non-verbal communication across daily activities such as going shopping, interviewing, asking for direction, giving presentation</p>	<p style="text-align: center;">Personal, Health and Safety</p> <p>Keeping safe and healthy, Road safety, Kitchen safety, Public and private places, Emergency contacts, Stranger danger</p>	<p style="text-align: center;">Baking Basics</p> <p>Measuring skills, Fine motor skills, Using the oven, Preparing snacks, Recipe reading and following, Healthy choices, Teamwork, Kitchen safety</p>
11:45	Lunch Break				
12:45	<p style="text-align: center;">Personal Care Routine</p> <p>Hygiene practices, Clothing and dressing, Hair and nail care, Emotional well-being, Nutrition and regular exercise</p>	<p style="text-align: center;">Team Building and Social Skills</p> <p>Collaboration and cooperation, Communication, Leadership and followership, Resilience, Coping strategies, Friendship</p>	<p style="text-align: center;">Everyday Living and Using Leisure Time</p> <p>Sports and fitness activities, Morning routine, Mealtime etiquette, Laundry skills, Safety measures, Responsibility for Belongings</p>	<p style="text-align: center;">PSHE</p> <p>Emotional wellbeing, Hobbies, Personal development, Relationships, Future choices, Personal responsibilities</p>	<p style="text-align: center;">Independent Living</p> <p>Basic self-care and daily routines, Cooking basics, Safety awareness, Transportation, Emergency, Basic first aid</p>
14.15	Social Time and Afternoon Rota				