



•	I understand that some activities can be more difficult than others
• •	I know when something is too difficult or dangerous
• • •	I know when to keep going and when to seek help
STEP	I know when I am finding something too difficult























STEP	I know when I am finding something too difficult
•	I understand what doing well means
• •	I recognise when I have done good work
• • •	I know when I am making a good contribution
STEP 1	I know what doing well looks like for me





















STEP 1	I know what doing well looks like for me
•	I understand what working carefully means
• •	I take my time when working
• • •	I pay attention to detail
STEP 2	I work with care and attention to detail





















STEP 2	I work with care and attention to detail
•	I recognise when I have been successful
• •	I take satisfaction in being successful
• • •	I share what I feel when I have done well
STEP 3	I work with pride when I am being successful





















STEP 3	I work with pride when I am being successful
•	I understand why new challenges are a good opportunity
• •	I look for opportunities in my stretch zone
• • •	I identify the positives of approaching a new challenge
STEP 4	I work with a positive approach to new challenges























STEP 4	I work with a positive approach to new challenges
•	I define and explain what goals are
• •	I know how to set goals in my stretch zone
• • •	I know how to measure if a goal has been achieved
STEP 5	I set goals for myself























STEP 5	I set goals for myself
•	I identify the needs of myself and others
• •	I build needs into the development of my own goals
• • •	I build needs into the development of others' goals
STEP 6	I set goals informed by an understanding of what is needed























STEP 6	I set goals informed by an understanding of what is needed
•	I define and explain what tasks are
• •	I identify tasks that need to be done to achieve a goal
• • •	I put tasks into a logical order
STEP 7	I set goals, ordering and prioritising tasks to achieve them























STEP 7	I set goals, ordering and prioritising tasks to achieve them
•	I define and explain different resources types
• •	I identify what resources are needed in order to complete a task
• • •	I know how to secure the resources needed
STEP 8	I set goals and secure the right resources to achieve them























STEP 8	I set goals and secure the right resources to achieve them
•	I recognise people are different to other types of resources
• •	I identify how I can involve others in my plans
• • •	I know how to engage people in my plans
STEP 9	I set goals and plan to involve others in the best way





















STEP 9	I set goals and plan to involve others in the best way
•	I identify my own skill set
• •	I identify others' skill sets
• • •	I build skills into plans I create
STEP 10	I create plans that are informed by my skill set and that of others























STEP 10	I create plans that are informed by my skill set and that of others
•	I identify what elements are important in creating a plan
• •	I define and explain how goals and targets differ
• • •	I know how to turn goals into tangible targets
STEP 11	I create plans that include clear targets to make progress tangible





















STEP 11	I create plans that include clear targets to make progress tangible
•	I understand and recognise the role of constructive criticism
• •	I identify appropriate people and how to ask for constructive criticism
• • •	I identify how to build external views into plans I create
STEP 12	I create plans that are informed by external views, including constructive criticism





















STEP 12	I create plans that are informed by external views, including constructive criticism
•	I define and explain what a long-term strategy is
• •	I take an internal view to evaluate strengths and weaknesses
• • •	I take an external view to evaluate opportunities and threats
STEP 13	I develop long-term strategies taking into account strengths, weaknesses, opportunities and threats























STEP 13	I develop long-term strategies taking into account strengths, weaknesses, opportunities and threats
•	I identify the parts of a strategic plan
• •	I define and explain what milestones are
• • •	I know how to set milestones that create clear goals to work towards
STEP 14	I develop long-term strategies that use regular milestones to keep everything on track





















STEP 14	I develop long-term strategies that use regular milestones to keep everything on track
•	I define and explain what feedback loops are and how they are important
• •	I define what strategic flexibility is and explain why it is valuable
• • •	I know how to adapt plans using positive and negative feedback
STEP 15	I develop long-term strategies that include feedback loops to support flexibility and adaptability















