

CIPD Foundation Certificate in People Practice Learning Plan

Level of Study: 3			
CIPD Unit Code: 3CO03/Module Code BMPD3002 Core Behaviours for people professionals			
Assignment due date: 24th April 2023			
Tutor: Natasha Davies		Email: n.l.davies@uwtsd.ac.uk	
Date	Session content related to module standards: LO = Learning Outcome	GUIDED LEARNING - CLASS CENTRED Topics covered in class to aid learning	GUIDED LEARNING - HOME/WORK CENTRED Mandatory reading/tasks to aid learning. <i>NB: You will also need to undertake your own self-directed learning in order to build on your knowledge and complete your assessments. Some recommended reading is also listed below.</i>
16 th February, 23 rd March	Understand the insightful approaches to supporting and maintaining ethics and professional practice. Be able to promote respect and inclusive working underpinned by professional courage and a passion for learning.	Ethics, ethical principles; CIPD Code of Conduct; personal and organisational values; Profession map behaviours – professional courage and influence. Abiding by law, guidance (ACAS), minimising risk to organisation. Need to go beyond law and do what is morally right. Corporate social responsibility, corporate governance, sustainability, values, code. Key skills – listening, communication, negotiation, emotional intelligence, personal wellbeing, empathy and compassion, building	For this module: Read the following reports and factsheets which are referred to in the assignment brief: Ethical practice and the role of people professionals (April 2022) Ethics at work; an employer's guide The following chapters, factsheets, podcasts and video content contain useful background reading for the module: Read chapter 3 of People Practice: A Complete Guide. Waite,. et al (2021). CIPD Continuing Professional Development CIPD – Reflective Practice People Management – Life isn't fair – but your workplace can be CIPD Factsheets – Ethical decision-making : eight perspectives on workplace dilemmas. Listen to some of the CIPD Podcasts (or read transcripts) e.g. Podcast- Ethics a leadership imperative

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		trust, psychological safety, team-working, conflict resolution, growth mindset (dealing with mistakes). Ways to challenge inappropriate behaviour whilst maintaining positive relationships. Importance of CPD. LinkedIn, CIPD events. Reflective practice, planning and recording of CPD. Assignment preparation.	Creating ethical workplaces
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Useful sources for assignment (text books):

Waite, K et al, (2021). *People Practice A Complete Guide*. Great Britain: Kogan Page Limited. Chapter 1.

Taylor, S., & Woodhams, C. (2022). *Studying Human Resource Management*. 3rd edn. London: CIPD.

Taylor, S, & Woodhams, C. (2022). *Human Resource Management: People and Organisations*. 3rd Edition. London: CIPD. Sample chapter and resources are available on the Kogan Page Website.

Other Sources of Information for Self-directed Learning – see Moodle for specific sources, plus:

Harvard Business Review – Find lots of interesting articles about contemporary issues in business

People Management – you will get a subscription to this with your CIPD membership

Personnel Today. Available at: <http://www.personneltoday.com/>

HR Magazine. Available at : <http://www.hrmagazine.co.uk>

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UWTSD Library and Learning Resources. Available at: <http://www.uwtsd.ac.uk/library/>