

SPEAK UP, Stand Strong: Raising Concerns with Confidence: Learning Session Plan

◇ Learning Session Overview

SPEAK UP, Stand Strong: Raising Concerns with Confidence is a dynamic 30-minute learning session designed for HCPC students to explore why raising concerns is vital for patient safety and professional integrity. Learners will gain practical strategies for speaking up confidently and constructively. The session includes a **Kahoot quiz, Padlet reflection, interactive QR codes and activities**, helping students adapt their approach depending on the situation while aligning with HCPC standards. The session introduces the student-developed **SPEAK UP model**—a practical, values-led framework that supports clear communication, aligns with HCPC standards, and promotes a culture of safety, integrity, and accountability across all clinical environments.

◇ Learning Objectives

By the end of the session, participants will be able to:

- Understand how to spot concerns in practice and explain why raising them is essential for safe and ethical care.
- Identify ways to prepare what to say and select appropriate methods for expressing concerns professionally.
- Demonstrate effective communication while maintaining patient and colleague confidentiality.
- Explain the importance of acting in accordance with HCPC standards and fulfilling the duty of candour.
- Recognize common barriers to speaking up and know where to seek support or escalate concerns when needed.
- Apply the SPEAK UP model confidently to real-life scenarios, demonstrating professionalism, reflection, and alignment with HCPC standards.

◇ Learning Session Delivery Instructions

Target Audience: Pre-registration healthcare students

Prior Knowledge: It is expected that students will already be familiar with the HCPC Standards of Conduct, Performance and Ethics, including their responsibilities as future registrants. This knowledge is assumed upon beginning the learning session.

Delivery Options Overview

The SPEAK UP session is designed to be flexible and accessible. It can be delivered in the following ways:

1. **Live Delivery (Presenter-led)** – A presenter delivers the PowerPoint in person, using the prepared lesson script and plan to guide discussion and interactive elements.
2. **YouTube Video Playback (Group View)** – The pre-recorded and uploaded YouTube version of the session is available for consistent delivery without a live presenter. This ensures all narration, timings, and interactive elements are included exactly as designed.
3. **Independent Online Learning (At home)** – Students can access the YouTube recording of the session at home, complete interactive components (e.g. Kahoot), and reflect using digital resources provided.

Materials & Equipment Checklist

For Live Delivery:

- Laptop with the *SPEAK UP: Stand Strong, Raising Concerns with Confidence* PowerPoint presentation file
- Projector and screen, or large display monitor
- Presentation clicker/remote (optional but recommended)
- Laptop speakers or AV connection for video and audio playback
- Internet access (for QR codes, Kahoot, Padlet, and online references)
- Student smartphones or tablets for accessing Kahoot and Padlet
- Ensure students have paper and a pen/pencil for the Slide 14 activity
- Printed **SPEAK UP Model handout** (one per student)
- Printed **Situational Judgement Quiz handout** (one per student)
- Printed **lesson plan** for the facilitator
- Printed **lesson script** for the facilitator

For Classroom Video Playback (Group Session Using Pre-Recorded Presentation):

- Laptop with the link to the **pre-recorded** of *SPEAK UP: Stand Strong, Raising Concerns with Confidence* **video on YouTube**
- Projector and screen, or large display monitor
- Laptop speakers or AV connection for video and audio playback
- Internet access (for QR codes, Kahoot, Padlet, and online references)
- Student smartphones or tablets for accessing Kahoot and Padlet
- Ensure students have paper and a pen/pencil for the Slide 14 activity
- Printed **SPEAK UP Model handout** (one per student)
- Printed **Situational Judgement Quiz handout** (one per student)
- Printed **lesson plan** for the facilitator to help supervise the session

For Independent Online Learning (Using Pre-Recorded Video Presentation):

- Link to the **pre-recorded** of *SPEAK UP: Stand Strong, Raising Concerns with Confidence* **video on YouTube**
- Access to the **PowerPoint presentation** of *SPEAK UP: Stand Strong, Raising Concerns with Confidence*
- Device with audio output (headphones or speakers)
- Internet access to engage with interactive tools (e.g. QR codes, Kahoot, Padlet and references)
- PDF download of **SPEAK UP Model handout**
- PDF download of **Situational Judgement Quiz handout**
- Remind students to have paper and a pen/pencil ready for the Slide 14 activity before starting the video.

◇ Group Delivery Instructions (In-Person Live Presentation)

Before the session:

- Each student should receive a **SPEAK UP Model handout** and a **Situational Judgement Quiz** to refer to during the session.
- Students will need a **mobile phone or device** to scan the QR codes displayed on the screen.
- The session will be **delivered live by a presenter**, with the PowerPoint projected onto a large screen for visibility.
- To encourage active engagement, students will **not be given the presentation in advance**.
- The presentation's format — including font choice, blue background, and slide design — **must not be altered**. The blue background has been chosen based on accessibility guidance to enhance readability and visual contrast, particularly for learners with dyslexia or visual processing differences.
- Slides have been designed for visibility on both large projector displays and personal devices.
- Ensure students have paper and a pen/pencil ready for the Slide 14 activity before starting.

During the session:

- The presenter must follow the prepared lesson plan and script to ensure consistent and standardised delivery.
- Encourage student participation through the scenario discussion, the group or solo activity applying the SPEAK UP model, contributions to the Padlet, playing the Kahoot quiz, and scanning the QR codes provided in the slides to access resources, activities, and additional information.
- When you reach the Kahoot quiz slide, click on the QR code to open the game and host it live in Classic Mode. A unique game PIN will appear on your screen — instruct students to open the Kahoot app or website, enter the PIN, and join the game. As Classic Mode supports up to 10 participants, groups larger than this should complete the quiz individually in solo mode to ensure fairness.

Recommended classroom setup:

- **Student seating** – Arrange seats to ensure all learners have a clear view of the screen.
- **Good lighting** – Ensure the room is well-lit but not overly bright to avoid screen glare.
- **Minimal background noise** – A quiet room supports concentration and clear audio for videos or discussions.
- **Charging points** – Allow students to charge mobile devices if they're being used throughout the session.
- **Clock or timer** – Helps the facilitator manage session timing, especially for group activities or quizzes.

◇ Classroom Delivery Instructions Using Pre-Recorded Video

The **pre-recorded YouTube video** is played instead of using the PowerPoint presentation. To take part in the interactive elements, students should use their devices to scan the QR codes. Ensure to pause the video for the activities on slide 14, slide 15, and slide 17 — otherwise, the video will continue to play.

◇ Independent Online Learning (At Home) Instructions

Students can complete this session at home by watching the **pre-recorded YouTube video**. When watching on YouTube, QR codes must be scanned directly, as the links will not be clickable. Students should still take part in all interactive elements, including Kahoot, Padlet, and other linked resources. Ensure to pause the video for the activities on slide 14, slide 15, and slide 17 — otherwise, the video will continue to play.

Session Timings

Time	Activity	Method	Resources
00:00 – 02:00	Welcome, Learning Objectives & Icebreaker Activity	Introduce the session and outline learning outcomes. Icebreaker: “What would you do?” scenario discussion.	Slide 1–3
02:00 – 14:00	Exploring SPEAK UP Elements	Deliver a guided walkthrough of each element of the SPEAK UP model.	Slides 4–11
14:00 – 14:30	Introducing the SPEAK UP Mnemonic	Explanation of the SPEAK UP acronym and its purpose.	Slide 12 and 13
14:30 – 18:00	SPEAK UP in Action	Group activity: Apply the SPEAK UP model to a bullying scenario.	Slide 14
18:00 – 23:30	Kahoot Quiz	Interactive quiz testing knowledge of HCPC standards and situational judgement.	Slide 15
23:30 – 24:00	Signposting & Resources	Present QR codes and key support tools for raising concerns.	Slide 16
24:00 – 29:30	Self-Reflection Activity	Individual Padlet activity to consolidate learning and encourage personal insight.	Slide 17
29:30 – 30:00	Closing Message and Reference List.	Recap session, share key messages, and show references.	Slide 18 and 19

References:

Health and Care Professions Council. (2024a). *#myHCPCstandards: Getting it right when things go wrong (duty of candour and raising concerns)* [Video]. YouTube. <https://www.youtube.com/watch?v=JFd80wEpvco>

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