

Yearly Overview Planner

MJK Educators | Lesson Plans for every curriculum

See the whole year before you plan a single week.

Most homeschooling stress comes from planning week by week with no big picture. A yearly overview flips that: you map the whole year first, then zoom into terms, months and weeks.

This template is universal and works with CBC, IGCSE, IB, American and faith-based approaches. Use it for one child or many. It is designed to be filled in, adjusted and revisited to fit your teaching and learning expectations.

How to use it: Print this template, or copy it into Google Docs, Notion or a notebook. Start with the big picture, then work down to terms and months. Leave room for life.

1. Year at a Glance

Field	Your notes
Academic year	
Learner(s) and ages	
Curriculum(s)	☐ CBC ☐ IGCSE ☐ IB ☐ American ☐ Faith-based ☐ Interest-led ☐ Blended
Start date	
End date	
Total teaching weeks	
Term structure	☐ 3 terms ☐ 2 semesters ☐ Year-round ☐ Other: _____
Review points	☐ Termly ☐ Monthly ☐ Weekly

2. Family Rhythm and Constraints

Before you plan academics, name the realities of your household.

Area	Notes
Work schedules	
Travel / relocation plans	
Family events (birthdays, weddings, holidays)	
Religious / cultural observances	
Health considerations	
Co-op / group learning days	
Tutorials / outside classes	
Extracurriculars (sports, music, art)	
Chores / household responsibilities	
Rest / sabbath rhythm	

3. Annual Goals

Keep it to 3–5 goals per learner. Fewer goals, deeper focus.

Academic goals
Character / disposition goals
Skill goals (practical, life or subject-specific)
Family / relationship goals
Faith / values goals (if applicable)

4. Subject Plan for the Year

What will each subject cover this year? Keep it high-level. Details go in your term plans.

Subject	Curriculum / resource	Main topics or themes	Assessment approach
Literacy / English			
Mathematics			
Science			
Social studies			
Kiswahili			
Foreign language			
Creative arts			
PE / health			
Faith / values			
Life skills			
Other:			

5. Term Breakdown

Repeat this block for each term (or semester).

TERM 1

Field	Details
Dates	
Teaching weeks	
Focus / big ideas	
Thematic units	
Major projects	
Assessments / portfolio checkpoints	
Breaks	
Field trips / enrichment	
Notes	

TERM 2

Field	Details
Dates	
Teaching weeks	
Focus / big ideas	
Thematic units	
Major projects	
Assessments / portfolio checkpoints	
Breaks	
Field trips / enrichment	
Notes	

TERM 3

Field	Details
Dates	
Teaching weeks	
Focus / big ideas	
Thematic units	
Major projects	
Assessments / portfolio checkpoints	
Breaks	
Field trips / enrichment	
Notes	

6. Monthly Snapshot

Use this for a quick visual of the year. Fill in key events, themes or deadlines.

Month	Term	Theme / focus	Key events	Notes
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

7. Thematic Units Across the Year

If you use thematic units, plan them here so they don't overlap or crowd each other.

Term	Unit title	Big idea	Duration	Subjects covered
1				
1				
2				
2				
3				
3				

8. Assessment and Portfolio Plan

How will you track and record learning across the year? See also the Assessment Tools and Portfolio Template.

Portfolio checkpoints

- ☐ End of Term 1. Date: _____
- ☐ End of Term 2. Date: _____
- ☐ End of Term 3. Date: _____

Formal assessments (if applicable)

- ☐ IGCSE / IB exams. Dates: _____
- ☐ CBC assessments. Dates: _____
- ☐ Standardised tests. Dates: _____

Recording method

- ☐ Physical portfolio folder
- ☐ Digital folder (Google Drive, Notion)
- ☐ Learning journal
- ☐ Mixed

Evidence to collect

- ☐ Work samples (dated)
- ☐ Photos of projects
- ☐ Learner reflections
- ☐ Teacher's observation notes
- ☐ Assessment records
- ☐ Reading logs
- ☐ Attendance records

9. Resources and Budget

Category	Planned resources	Estimated cost (KES)	Notes
Curriculum			
Books			
Online subscriptions			
Supplies / materials			
Field trips / enrichment			
Tutorials / classes			
Total			

10. Support Network

Who's helping you this year?

Role	Name	Contact	Notes
Mentor / advisor			
Co-op / group			
Tutor(s)			
Legal / compliance			
Community / faith group			
Other families			

11. Flexibility Plan

What happens when the year doesn't go as planned?

Buffer weeks built in

- ☐ Yes. How many: _____
- ☐ No. Where could I add them: _____

Catch-up strategy
What I'll drop if overwhelmed
What I'll never compromise on

Review and adjust schedule

- ☐ Weekly: _____
- ☐ Monthly: _____
- ☐ Termly: _____

12. Year-End Reflection

Fill this in at the end of the school year, then use it to plan the next one.

What worked well?
What didn't work?
What surprised us?
Biggest growth I saw in the learner:
Biggest growth I saw in myself:
What I'll do differently next year:
What I'll keep exactly the same: