

Careers Programme

Year	Summary of Activity	Term
	Year 7	
Year 7	Introduction to careers “Be Inspired” team	Autumn
	Personal skills and achievements and mini CV	Autumn
	Exhibition of talents	Autumn
	Stereotypes and gender stereotypes	Autumn
	Be Inspired Careers Day - Introduction to START careers program where students can explore their preferences and match them to career opportunities.	Autumn
	Form time careers activities including: - <ul style="list-style-type: none"> • Exploring different types of training and employment opportunities (including paid and unpaid work) • Where do I get advice from? • Researching specific jobs • What is an apprenticeship? • Dream job 	Autumn

	SPIRIT WEEK – opportunities for external trips and internal activities where students will engage with employers	Summer
	Year 8	
Year 8	Gender identity and pronouns in the workplace	Autumn
	Digital Footprint and use of social media on potential employment	Autumn
	Making choices – preparing for options. Students explore the different qualifications and what possible options would suit their skills and preferences	Spring
	Employment and training opportunities. Goals and dream job	Spring
	Personal skills and qualities	Spring
	Higher Education Visit	Spring
	Options talk – students and parents are given presentations on the options process	Spring
	SPIRIT WEEK – opportunities for external trips and internal activities where students will engage with employers	Summer

Year 9	Year 9	
	MADE To Think Day – an interactive session delivered by an external company to make students think about their aspirations and future goals.	Spring
	Qualified Careers Advisor available on parents evening for individual guidance and support.	Spring
	SPIRIT WEEK – opportunities for external trips and internal activities where students will engage with employers.	Summer
	Selected personalised learning students meet with the Vocational Learning Coordinator to prepare for vocational pathways in Year 10	Summer
	Year 10	
Year 10	Selected personalised learning students have on-going work readiness 1:1 support	All Year
	Digital Footprint – students learn what a digital footprint is and how this could impact on their longer-term future.	Autumn
	Advice and Guidance available on VI form open evening	Autumn
	Apprenticeships and T Levels – students have a presentation on what apprenticeships and T Levels are from a member of the ASK Apprenticeship team	Spring

<p>Students use the careers START programme to investigate different post 16 courses and providers. They investigate different careers that match their strengths and preferences.</p>	<p>Spring</p>
<p>Career ready – students complete a variety of tasks to support them in their post 16 pathways. These include: -</p> <ul style="list-style-type: none"> • Completing a CV • Participating in an interview • Networking • Health and Safety in the workplace 	<p>Spring / Summer</p>
<p>Gender Stereotyping – finding out about GS in the workplace and identifying what can be done to promote gender equality.</p>	<p>Summer</p>
<p>Soft skills– looking at desirable employability skills and why they are valued by employers. Students audit their own soft skills considering how to develop them further.</p>	<p>Summer</p>
<p>VI form taster lesson and visit to the VI form to find out what Post 16 looks and feels like.</p>	<p>Summer</p>
<p>Careers Focus Day – an event where students have the opportunity for small group engagement with different employers, higher education, universities and training providers to find out more information for their future aspirations.</p>	<p>Summer</p>
<p>“Go To Work” days – students will spend 2 days at a place of employment finding out about the world of work.</p>	<p>Summer</p>
<p>Covering letters for job applications. Students will learn how a covering letter is different from a CV and draft their own covering letter.</p>	<p>Summer</p>
<p>Personal Finance – students understand the importance of managing personal finance</p>	<p>Summer</p>

	Qualified Careers Advisor available on parents evening for individual guidance and support.	On-going
	Year 11	
Year 11	Students will have assemblies from different post 16 providers to help understand of the various pathways available and to support these decisions.	On-going
	Students can use the Be Inspired team to access information on post 16 options with support on application forms, CV's and interview techniques.	On-going
	Individual Careers Advice with a qualified Careers Advisor is offered to Year 11 students throughout the year and is also available at Parents Evening.	On-going
	Post examination support and careers advice available to students on and after results day.	August
	VI Form	
Year 12 & 13	Regular sessions from different post 16 providers to give students information about the pathways available to them after Sixth Form. These include University representatives (including Keele, Liverpool, and Staffs), Apprenticeship representatives (including Barclays) and volunteering representatives.	On-going
	Year 12 students attend the UCAS HE and Apprenticeship Convention at Manchester Convention Centre, and participate in follow up sessions with Form Tutors to promote discussion about Post 18 options.	March
	University trips are encouraged, and open days are promoted to students and parents. There are also opportunities for students to follow our early entry programme	On-going

	<p>Apprenticeship workshops:</p> <p>Alumni who have undertaken degree apprenticeships share their experience with the students. One-to-one guidance meetings are held with students choosing this pathway, and post A Level examinations workshops/guidance meetings are offered to students choosing this pathway</p>	On-going
	<p>Individual Careers Advice with a qualified Careers Advisor is offered to students throughout sixth form and at key points throughout the year and results day.</p>	On-going
	<p>Enrichment sessions are encouraged and are available weekly for all sixth form students to undertake voluntary work to gain experience in areas that interest them. Students often volunteer within the school via peer mentoring as well as volunteer at local primary schools, at local nursing homes. Students also gain work experience with local businesses.</p>	On-going
	<p>UCAS application support:</p> <p>Weekly mentoring sessions during form periods. Guidance on how to complete forms, research materials and course guidance given, as well as a dedicated early entry offering for those aspiring to be Medics, Dentists, Vets.</p>	On-going
	<p>Students attend work experience placements for a week.</p>	June