

Careers Education Information and Guidance Provision

	Key Stage 3			Key Stage 4	
	Year 7	Year 8	Year 9	Year 10	Year 11
Access to careers information	Display boards in faculties linking subjects to careers options.	Display boards in faculties linking subjects to careers options.	Display boards in faculties linking subjects to careers options.	Display boards in faculties linking subjects to careers options.	Display boards in faculties linking subjects to careers options.
	Assemblies provide information on relevant career paths.	Assemblies provide information on relevant career paths.	Assemblies provide information on relevant career paths.	Assemblies provide information on relevant career paths and different routes into career areas i.e., apprenticeships.	Assemblies provide information on relevant career paths and different routes into career areas i.e., apprenticeships.
	College, University and employers brochures and prospectuses are available in a public area.	College, University and employers brochures and prospectuses are available in a public area.	College, University and employers brochures and prospectuses are available in a public area.	College, University and employers brochures and prospectuses are available in a public area.	College, University and employers brochures and prospectuses are available in a public area.
				Careers leads share opportunities with tutors to be disseminated with tutees.	Careers leads share opportunities with tutors to be disseminated with tutees.
	Careers evening with local employers and colleges.	Careers evening with local employers and colleges.			
	ADT – STEM week.	ADT – STEM week.		Sports leaders work with local primary	PD curriculum includes work on personal

Linking curriculum learning to careers				schools to develop leadership skills.	statements, college applications and interview skills.
					PD unit on 'My Future'.
	Speaking and Listening assessments at KS3 prepare pupils for public speaking and presenting jobs such as teaching and marketing.	Speaking and Listening assessments at KS3 prepare pupils for public speaking and presenting jobs such as teaching and marketing.	Speaking and Listening assessments at KS3 prepare pupils for public speaking and presenting jobs such as teaching and marketing.	Speaking and Listening assessments at KS4 prepare pupils for public speaking and presenting jobs such as teaching and marketing.	Speaking and Listening assessments at KS4 prepare pupils for public speaking and presenting jobs such as teaching and marketing.
Reading and Writing non-fiction and fiction (inform/persuade/explain/describe): journalism, copywriting, publishing, writing.	Reading and Writing non-fiction and fiction (inform/persuade/explain/describe): journalism, copywriting, publishing, writing.	Reading and Writing non-fiction and fiction (inform/persuade/explain/describe): journalism, copywriting, publishing, writing.	Reading and Writing non-fiction and fiction (inform/persuade/explain/describe): journalism, copywriting, publishing, writing.	Reading and Writing non-fiction and fiction (inform/persuade/explain/describe): journalism, copywriting, publishing, writing.	
D&T – unit on Architecture.		PD unit on 'My Future and My Options'.	PD unit of work on work experience.		
PD unit on 'My Learning'.		PD unit on 'Business and Enterprise'.	Drama – learn about jobs in the theatre.	Drama – learn about jobs in the theatre.	
PD unit on 'Ambition and Motivation.'		Drama unit – Theatre Project with focus on jobs within the theatre.	Business and Enterprise level 1 qualification.	Business and Enterprise level 1 qualification.	

				Media – learn about planning i.e., target audiences, client briefs.	
Encounters with employers and employees			Design Day – local employers work with students in their specialism.	Presentations and workshops from local FE and Sixth Form providers for SEND pupils.	Presentations and workshops from local FE and Sixth Form providers for SEND pupils.
			Careers evening with local employers and colleges.	Careers evening with local employers and colleges.	Careers evening with local employers and colleges.
			International Women’s Day – Trip to Experian.	International Women’s Day – Trip to Experian.	
				Confidence building workshop led by women from Experian.	
		Trip to Bletchley Park to show students how programming/computers are used in the modern day.		DT – Trip to Morgan Cars.	Interview Skills Day – Year 11 create a personal statement which they use during an interview with a local employer. They get feedback directly from the employer.
Experiences of workplaces.				One week of work experience.	Some students undertake work experience in their own time, with the support of the school, with a focus on NEET students.
				Duke of Edinburgh – Silver Award Students –	

				have to complete a voluntary placement.	
	Working Life Week	Working Life Week	Working Life Week	Working Life Week	Working Life Week
			International Women's Day – Trip to Experian.	International Women's Day – Trip to Experian.	
				DT – Trip to Morgan Cars.	
Encounters with further and higher education			Careers Fair – local colleges and employers in attendance.	Careers Fair – local colleges and employers in attendance.	Careers Fair – local colleges and employers in attendance.
					Local college deliver assemblies to Year 11.
				Trip to Loughborough University.	Advertise all local college open days and allow them to attend.
				'Apprenticeship workshops' with Apprenticeship Manager from the University of Nottingham.	'Apprenticeship workshops' with Apprenticeship Manager from the University of Nottingham.
Personal guidance			Options Evening to support choosing GCSEs.		'Careers Coaching' with a member of 'Future for Schools' with a focus on students at risk of becoming NEET.
			Tutors and subject teachers offer guidance and support within their subject area.	PD – support with college/job applications.	PD – support with college/job applications.

					SLT mentoring with focus on students that are cause for concern.
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