

The Appleton School – Year 9/10/11 Careers Plan

Intent: The Year 9/10/11 Careers Programme intends to provide information and experiences that will develop the skills and knowledge needed in order to make informed decisions for their next steps and prepare them for the world of work.

Implementation: Students will complete 6 careers lessons through the CPSHEE programme delivered by Form Tutors. These will be supplemented by an extra-curricular programme of activities delivered in subject lessons, off timetable trips and activities, the careers talk programme and external speakers. All year 11 students will be offered a one to one guidance interview with a qualified careers advisor and all students can self-refer.

Impact: Students will develop the research skills to identify their post 16 options and how they link to future careers so that they feel empowered to make decisions that are right for them and begin to develop the skills needed for the world of work.

Year 9			Year 10		Year 11	
Delivery	Content	Framework / Benchmark	Content	Framework / Benchmark	Content	Framework / Benchmark
Review Period with Form Tutor X6 sessions (40 mins)	1.Unifrog – Students to complete Skills and Personality questionnaires on Unifrog. 2.Students review the suggested careers and highlight at least 2 careers to add to their plan. 3.Students to recognise stereotyping and discrimination in the	CDI 1, 11 GB 3 CDI 1, 11 GB 3 CDI 8	1.Introduction to Mock Interview in the Main Hall. 2.Students use Unifrog to research jobs and identify skills and qualifications required. 3. Students review job advertisements and research job descriptions and person specifications.	CDI 1, 11 GB 3 CDI 15	1.Students revisit Unifrog to update their Skills and Personality questionnaire and begin to identify future goals. 2.LMI session for students to research local and national statistics focussing on careers of choice. 3.Students reflect on their year 10 taster day and begin to investigate possible career pathways	CDI 1, 11 CDI 7 GB 2, 3 CDI 1, 2, 3 GB 3

	<p>workplace and how to overcome barriers.</p> <p>4. Students to research and evaluate recent cases of discrimination in the workplace to include race, age, sex, pay etc.</p> <p>5. Two lessons on Personal Financial Capability based on Barclays Lifeskills. Students learn budgeting techniques, pros and cons of credit as well as financial implications of different study routes.</p> <p>6. 2nd lesson on Personal Financial Capability.</p>	<p>CDI 8</p> <p>CDI 13</p>	<p>4. Students begin to write their own JD and PS for their dream job.</p> <p>5. Students draft their own CV and application form in response to their dream job.</p> <p>6. Typing up CV and application form in preparation for Mock Interview Day.</p> <p>7. Mock Interview Day Preparation.</p>	<p>CDI 16</p> <p>CDI 16</p>	<p>and evaluate their best option.</p> <p>4. Students to research local education providers and employers and evaluate the pros and cons of each, such as distance, learning style, qualifications required.</p> <p>5. Students prepare plan to include possible post 16 options focusing on strengths and weaknesses of each and how it relates to them.</p> <p>6. To begin application process for their next steps. Students complete Intended Destinations Survey to highlight any support required.</p>	<p>CDI 1 GB 2, 3</p> <p>CDI 1 GB 2, 3</p> <p>CDI 15, 16, 17 GB 3</p>
Drop Down Session	<p>Employer led masterclass on Personal Financial Capability.</p>	<p>CDI 13 GB 5</p>	<p>Employer Masterclass on Recruitment & Selection to include CVs and interview techniques.</p> <p>Mock Interview Day – Every student has a one</p>	<p>CDI 16 GB 5</p> <p>CDI 16 GB 5</p>	<p>Careers speed networking session – a range of employers and FE/HE providers are invited in to talk to small groups of students for them to explore career</p>	<p>CDI 14 GB 2, 3, 5, 7</p>

			<p>to one interview with a business volunteer based on their CV and application form and students are then given feedback.</p> <p>Year 10 Business Challenge Day for Business Students.</p>	<p>CDI 6, 11, 12</p>	<p>paths and develop industry knowledge.</p>	
Review Period Activity	<p>Students to complete Record of Achievement to review learning and achievements, complete reflection log to identify learning points.</p> <p>Employer Careers Talks take place.</p>	<p>CDI 1, 2, 3 GB 3</p> <p>GB 5</p>	<p>Students to complete Record of Achievement to review learning and achievements, complete reflection log to identify learning points.</p> <p>Employer Careers Talks take place.</p>	<p>CDI 1, 2, 3 GB 3</p> <p>GB 5</p>	<p>Students complete an employer led session on Digital presence and personal branding to include pros and cons and do's and don'ts of social media and how this can affect their future employment opportunities as well as how to develop a Linked-In Account.</p> <p>Apprenticeship Talk delivered by the AIM Group</p> <p>University options talk delivered by ARU</p>	<p>CDI 16 GB 5</p> <p>GB 2, 3</p> <p>GB 2, 3, 7</p>

					Employer Careers Talks take place.	GB 5
Subject based lessons	All subject areas to deliver a 30 minute session on careers related to their subject to include skills and qualifications.	GB 4	All subject areas to deliver a 30 minute session on careers related to their subject to include skills and qualifications.	GB 4	All subject areas to deliver a 30 minute session on careers related to their subject to include skills and qualifications.	GB 4
Tutor Time	The Big 50 discussion topics – one form time per week.	GB 4	The Big 50 discussion topics – one form time per week.	GB 4	The Big 50 discussion topics – one form time per week.	GB 4
Off Timetable Activities	Employer and university trips take place.	GB 6, 7	Year 10 FE/HE Taster Day – All year 10 students attend a local college or university for a taster day. Employer and University trips take place. One to one guidance interviews begin at end of year 10.	GB 7 GB 6, 7 GB 8	Year 11 students attend open evenings with parents. Employer and university trips take place. All year 11 students receive a one to one guidance interview. Visit to Skills London Careers Fair for students to research their post 16 options including apprenticeships, employment,	GB 2 GB 6, 7 GB 8 GB 2, 3, 5, 7

					volunteering and training.	
Assemblies	Careers Assembly during National Careers Week	GB 2	Careers Assembly during National Careers Week	GB 2	Careers Assembly during National Careers Week	GB 2
	Apprenticeship Awareness Assembly during National Apprenticeship Week	GB 2	Apprenticeship Awareness Assembly during National Apprenticeship Week	GB 2	Apprenticeship Awareness Assembly during National Apprenticeship Week	GB 2
Additional/ Voluntary			Year 10 Students can volunteer to take part in the Young Enterprise Company Programme	CDI 1, 2, 3, 6, 11		

National Apprenticeship Week – 8th to 12th February 2021

National Careers Week – 1st to 5th March 2021