

YEAR 7 CAREERS CURRICULUM PLAN 2020-21

Date	Careers Focus	Description	Gatsby Benchmarks	Resource	Learning Objectives	Skills Development/Key Terms	Gatsby Benchmark	Teams Link
September	Career Options	Students learn about the different employment sectors	Lesson Powerpoint and Box of celebrations	Year 7	Students will be able to identify the different careers involved in the manufacturing, design, marketing, sales, delivery of a box of chocolates. Students will understand that there are many different careers and where to look to explore them. Students will decide what career might interest them.	skills, employability, qualifications, production, marketing, group work, qualifications	Students will identify a range of careers associated with a box of chocolates. Students will understand that there are many career options open to them. Understand qualifications they might need.	
11th January	Personal Skills & Qualities	Students learn which skills and qualities are important to employers	Lesson PowerPoint	Year 7	Students will be able to identify their personal and social skills. Students will understand how these link to their career dreams and aspirations. Students will understand the employability skills employers are looking for	Interpersonal, Advocacy, Written Skills, Qualities, Aspirations, Communication, Enterprise, Employability	I understand the difference between a skill and a quality. I can evaluate my own skills and qualities. I understand the importance of improving my skills 'toolbox'.	
March	Networking with employers, training providers and higher education - Lunchtime sessions - CTK Careers Week	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lunchtime Employer presentations, Career videos,	Year 7	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	
20th April	Networking with employers, training providers and higher education - Careers Fair	Students meet employers from a range of sectors and higher education providers	Careers Fair	Year 7	To learn about our labour market, different career options and pathways.	networking, interpersonal skills, communication skills, aspirations	Students will have a knowledge of different careers, labour markets, and pathways into careers.	
29th June	Finding Careers Information		Lesson Powerpoint and Computer room, Research a Job worksheet	Year 7	To know where to look for careers information To be able to select suitable sources of careers information that are fit for purpose	Ambiguous, biased, Careers, Prospectus, Trade Journals,	I understand where to go to access careers information I can evaluate if a source is reliable and credible I am able to use trustworthy careers website to research my dream job	

YEAR 8 CAREERS CURRICULUM PLAN 2021-22

	Careers focus	Description	Resources	Year group	Learning objective	key terms	Learning outcome	Gatsby Benchmark
January	KS4 Subject Presentations	Subjects begin lessons with starters which explore careers linked to them	PowerPoint slide	Year 8	To understand what careers subjects lead to	Career pathway	Students can choose KS4 Options subjects which reflect their career ambitions	
January	KS4 Options and pathways		Lesson PowerPoint, Presentations from Options subjects	Year 8	Students understand the range of subjects which are available for KS4 Options. Students are aware of the subjects they currently have an aptitude for and like. Students are able to describe the benefits of the subjects on offer.	Core, Options, GCSE, NVQ's, Technical Awards, Choices, Skills, Qualities, ASDAN qualifications	Students understand our schools core curriculum at KS4. Students understand their option choices at KS4. Students know what they would like to study at KS4.	
January	SEND Options support		Lesson PowerPoint, computer rooms, Presentations from Options subjects, Careers advisor	Year 8				
January	employer engagement	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lesson powerpoints, employers	Year 8	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	
March	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 8	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.	
April	Labour Market Information	Students explore what jobs are in demand now and in the future	computer room, Lesson Powerpoint, assessment worksheet	Year 8	To be aware of what labour market information (LMI) is and how it can be useful to you. To be able to start using LMI to get a realistic picture of the labour market which I will use to help me make decisions about future careers	Labour Market, Authority, Demography, globalisation, manufacturing, education, training	Students understand what Labour Market Information is. I can explain how Brexit may impact local Labour Markets in the UK. I can identify the main factors that impact Labour Market Information	
June				Year 8				

YEAR 9 CAREERS CURRICULUM PLAN 2021-22

	employer engagement	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lesson powerpoints, employers	Year 9	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career
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March	What is Enterprise?	Careers Lesson		Year 9	To understand the meaning of the terms 'enterprise' and 'employability skills' To be aware of the importance of enterprise skills and employability characteristics To evaluate whether governments should step in to prevent big businesses from failing	Enterprise, Employability, entrepreneur, intrapreneurial, Technology, Workplace	To understand the term enterprise. To know a range of skills employers are looking for. To understand the importance of learning about entrepreneurship.
April	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 9	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.
April	TBC	SEND Careers Lesson		Year 9	To become more independent		
July	Occupation Classifications	Careers Lesson	Lesson powerpoint, worksheet	Year 9	To explore the wide variety of jobs within one workplace. To gain an awareness of the Standard Occupational Classification system understand how SOC will assist with your personal careers research by providing information about the future labour market	Skilled, administrative, trade, occupation, professional, managers, officials, elementary	Student can explain what an occupation is. They can identify the 9 standard Occupation classifications. They understand the importance of studying occupational trends with regard to my future career choices

Year 10 Curriculum Plan 2021-22

September	Virtual Parent Information Evening	Explain to parents and students the careers offer in Year 10. This includes where to get careers guidance information, how to use the safety measures database to find a work experience placement and how to prepare for mock interviews	Virtual presentation on school website	Year 10	To understand where to find careers guidance and recap where to find labour market information	work experience, employer, independence,	Students arrange a work experience placement independently, during w/c 20th June 2022. Parents understand how to support students to find placements and rehearse for interviews.
September	Careers lesson - CV Writing	Students are shown examples of good and bad CVs. Students are shown how to write a good CV.		Year 10	To understand how to write a CV, what it needs to include and how it should be laid-out	Curriculum Vitae	Students produce a word-processed CV to share with their employer at their mock interview
September	SEND Careers Session - Traineeships	Session for students with EHCPs on supported courses available to them at Nottingham College - traineeships	Lesson PowerPoint, Gov.uk website and computer room	Year 10	To understand what a traineeship is, what they offer, that they are entitled to extra support, where they can find supportive courses, how to search for traineeships		
October	Careers lesson - interview skills	Students learn about interview questions, techniques, presentation and planning	Lesson PowerPoint	Year 10	To learn how to sell themselves in an interview, to learn how to dress and develop organisational skills	Interview panel	Students participate in interview scenario questions and receive positive feedback from employers during mock interview week
October	Mock Interview week	Students have 1:1 interview by employer	employers	Year 10	To understand how to behave and communicate well in an interview		Students gain experience of interviews and receive feedback from employers to help them develop their interview skills
March	employer engagement	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lesson powerpoints, employers	Year 10	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career
April	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 10	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.
May - July	Careers Guidance meetings	Students have 1:1 or group guidance sessions with independent careers advisor from Careers Inc	meeting room	Year 10	Students will learn about different pathways, receive application support, support to develop their unique career pathway		Students will form an informed action plan for their post-16 training or study
June	Work experience week	Students attend a 5 day placement with an employer		Year 10	Students will learn about workplaces, industry sectors, develop communication skills and develop confidence		Students will gain experience and receive feedback from employers to help them improve their work skills
July	Speed-networking	Students network with local employers 'speed-dating' style	employers	Year 10	Students will learn about different local employers and industry sectors	networking, labour market	Students will have a greater knowledge of labour market demands and learn through the experience of others about pathways into different industries

Year 11 Curriculum Plan 2021-22

November - March	Careers Guidance Meetings	Students will have 1:1 or group guidance sessions with an independent careers advisor from Careers Inc	Questionnaire survey results, meeting room	Year 11	Students learn about different pathways, receive application support and support to plan their unique career pathway	Students will successfully gain places on their chosen courses, and have a clear plan of their next steps towards their career ambition
January	Careers lesson - Post-16 Options	Students will recap the post-16 pathways and entry levels	Lesson PowerPoint, worksheet	Year 11	To understand entry levels for different pathways	Students will identify the right entry level and pathway for them, informed by their career ambition
March	Careers lesson - CV Writing	Students will learn how to write an effective CV	Lesson PowerPoint, Good and Bad CV Examples, CV Template	Year 11	To understand how to write a CV, what it needs to include and how it should be laid-out	Students will produce a suitable word-processed CV that can be developed throughout their adult life
March	Careers lesson - Interview skills	Students learn about interview questions, techniques, presentation and planning	Lesson PowerPoint	Year 11	To learn how to sell themselves in an interview, to learn how to dress and develop organisational skills	Students participate in interview scenario questions

Benchmark 1: A Stable careers plan

YEAR 7 CAREERS CURRICULUM PLAN 2022-23

Date	Careers Focus	Description	Resource	Year Group	Learning objective	key terms	Learning outcome	Gatsby Benchmark	Teams Link
Transition Day	Goals and Aspirations	Students to learn that we have to work hard to achieve our aspirations	Lesson Powerpoint and worksheet	Year 7	To be able to identify different types of goals To understand the usefulness of target setting to help achieve goals To be able to plan and take action to move forward	Goals, Targets, Action Planning, Ambition	Students are able to set myself meaningful goals . Students are able to construct a careers action plan. Students take responsibility for making things happen in their own lives	Benchmark 2 - learning from careers information	
September	Career Options	Students learn about the different employment sectors	Lesson Powerpoint and Box of celebrations	Year 7	Students will be able to identify the different careers involved in the manufacturing, design, marketing, sales, delivery of a box of chocolates. Students will understand that there are many different careers and where to look to explore them. Students will decide what career might interest them in the future.	skills, employability, qualifications, production, marketing, group work, qualifications	Students will identify a range of careers associated with a box of chocolates. Students will understand that there are many career options open to them. Understand qualifications they might need.	Benchmark 2 - learning from careers and labour market info Benchmark 8 - personal guidance	
November	Character traits and qualities	Students to recognise what skills they possess that are important to employers	Lesson PowerPoint	Year 7	To be able to describe your personal qualities and dispositions To feel positive about yourselves To understand what skills are and to recognise those that you possess	Analogies, Qualities, Experience, knowledge	I can describe my personal qualities I am able to celebrate my successes with others I understand my own strengths and weaknesses		
11th January	Personal Skills & Qualities	Students learn which skills and qualities are important to employers	Lesson PowerPoint	Year 7	Students will be able to identify their personal and social skills. Students will understand how these link to their career dreams and aspirations. Students will understand the employability skills employers are looking for	Interpersonal, Advocacy, Written, Skills, Qualities, Aspirations, Communication, Enterprise, Employability	Students understand the difference between a skill and a quality. They can evaluate their own skills and qualities. They understand the importance of improving their skills 'toolbox'.	Benchmark 2 - learning from careers and labour market info	
6th - 11th March	Networking with employers, training providers and higher education - Lunchtime sessions - CTK Careers Week	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lunchtime Employer presentations, Career videos,	Year 7	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	Benchmark 5 - encounters with employers and employees Benchmark 8 - personal guidance	
22nd April	Networking with employers, training providers and higher education - Careers Fair	Students meet employers from a range of sectors and higher education providers	Careers Fair	Year 7	To learn about our labour market, different career options and pathways.	networking, interpersonal skills, communication skills, aspirations	Students will have a knowledge of different careers, labour markets, and pathways into careers.	Benchmark 5 - encounters with employers and employees Benchmark 6 - encounters with further and higher education	
29th June	Finding Careers Information		Lesson Powerpoint and Computer room, Research a Job worksheet	Year 7	To know where to look for careers information To be able to select suitable sources of careers information that are fit for purpose	Ambiguous, biased, Careers, Prospectus, Trade Journals,	Students understand where to go to access careers information. They can evaluate if a source is reliable and credible. They are able to use trustworthy careers website to research their dream job.	Benchmark 2 - learning from careers and labour market info Benchmark 8 - personal guidance	

YEAR 8 CAREERS CURRICULUM PLAN 2022-23

	Careers focus	Description	Resources	Year group	Learning objective	key terms	Learning outcome	Gatsby Benchmark	Teams Link
September	Careers and Aspirations	To help me think carefully about potential careers and focus on my interests and preferences	Lesson Powerpoint	Year 8	To help students to think carefully about potential careers and focus on their interests and preferences. To be aware that understanding themselves and their interests will help shape their choices about KS4 Options and future career ideas	Pharmacist, Jeweller, Optometrist, Barista, Maite'D, Forensics,	Students can identify a wide range of jobs. Students understand that each sector in society contains many career opportunities. Students know how to plan for their future career		
January	KS4 Subject Presentations	To be aware that understanding myself and my interests will help shape my choices about KS4 Options and future career ideas	PowerPoint slide	Year 8	To understand what careers subjects lead to	Career pathway	Students can choose KS4 Options subjects which reflect their career ambitions	Benchmark 4 - linking curriculum learning to careers Benchmark 8 - personal guidance	
January	KS4 Options and pathways		Lesson PowerPoint, Presentations from Options subjects	Year 8	Students understand the range of subjects which are available for KS4 Options. Students are aware of the subjects they currently have an aptitude for and like. Students are able to describe the benefits of the subjects on offer	Core, Options, GCSE, NVQ's, Technical Awards, Choices, Skills, Qualities, ASDAN qualifications	Students understand our schools core curriculum at KS4. Students understand their option choices at KS4. Students know what they would like to study at KS4.	Benchmark 4 - linking curriculum learning to careers Benchmark 8 - personal guidance	
January	SEND Options support		Lesson PowerPoint, computer rooms, Presentations from Options subjects, Careers advisor	Year 8	Students understand the range of subjects which are available for KS4 Options and receive guidance on what courses might suit their personal strengths. Students are aware of the subjects they currently have an aptitude for and like. Students are able to describe the benefits of the subjects on offer. Students explore traineeships and apprenticeships.	Apprenticeships, Traineeships, BTEC, ASDAN qualifications	Students know what they would like to study at KS4 and begin to develop a career pathway.	Benchmark 3 - addressing the needs of every pupil Benchmark 4 - linking curriculum learning to careers Benchmark 8 - personal guidance	
March	employer engagement	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lesson powerpoints, employers	Year 8	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	Benchmark 5 - encounters with employers and employees Benchmark 8 - personal guidance	
April	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 8	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.	Benchmark 5 - encounters with employers and employees Benchmark 7 - encounters with employers and higher education Benchmark 8 - personal guidance	
June	Labour Market Information	Students explore what jobs are in demand now and in the future	computer room, Lesson Powerpoint, assessment worksheet	Year 8	To be aware of what labour market information (LMI) is and how it can be useful to them. To be able to start using LMI to get a realistic picture of the labour market which students will use to help them to make decisions about future careers	Labour Market, Authority, Demography, globalisation, manufacturing, education, training	Students understand what Labour Market Information is. Students can explain how Brexit may impact local Labour Markets in the UK. Students can identify the main factors that impact Labour Market Information	Benchmark 2 - learning from labour market information	

YEAR 9 CAREERS CURRICULUM PLAN 2022-23

	Careers Focus	Description	Resources	Year group	Learning objective	Key terms	Learning outcome	Gatsby Benchmark	Teams Link
September	Understanding the workplace	To understand how to conduct themselves in the workplace	Lesson powerpoints, emp	Year 9	To understand what is meant by work. To be aware of why people work. To be able to explain what workplace values are and which are most important to you.	Work, Profession, Career, Job, Employment, Occupation, beliefs and values	Students can explain the differences between work a job and a career. Students can explain the similarities and differences between school and work. Students can list values that motivate them.	Benchmark 2 - learning from career information	
Black History Month October	Diversity, equality and stereotyping in the workplace	To be aware of my attitudes and how they impact on others	Lesson Powerpoint	Year 9	To understand the meaning of the terms equality, diversity and stereotyping To be aware of my attitudes and how they impact on others To explore the inequalities that exist that impact the workplace	Equality, Inequality, Discrimination, Social development, immobility, unconscious bias	Students can define stereotyping and equality . Students can evaluate how unconscious bias can impact our choices and the workplace . Students understand the diverse and complex nature of British identity	Benchmark 3 - addressing the needs of every pupil	
March	employer engagement	To explore the inequalities that exist that impact the workplace	Lesson powerpoints, employers	Year 9	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	Benchmark 5 - encounters with employers and employees Benchmark 8 - personal guidance	
March	What is Enterprise?	Careers Lesson		Year 9	To understand the meaning of the terms 'enterprise' and 'employability skills' To be aware of the importance of enterprise skills and employability characteristics To evaluate whether governments should step in to prevent big businesses from failing	Enterprise, Employability, entrepreneur, intrapreneurial, Technology, Workplace	To understand the term enterprise. To know a range of skills employers are looking for. To understand the importance of learning about entrepreneurship.	Benchmark 2 - learning careers and labour market information	
April	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 9	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.	Benchmark 5 - encounters with employers and employees Benchmark 7 - encounters with employers and higher education Benchmark 8 - personal guidance	
April	TBC	SEND Careers Lesson	tbc	Year 9	To become more independent			Benchmark 3 - addressing the needs of every pupil	
May	Saving and managing money	To understand the importance of saving money	lesson powerpoint and worksheets		To define a variety of banking and financial key terms To understand the importance of saving money and the different methods of storing it To be able to identify the difference between essential and non- essential expenditure	DEPOSIT BOX, BRANCH, DEBIT CARD, BANK ACCOUNT, NEEDS, WANTS, BUDGET, DEBT	Students understand the meanings of a wide range of financial key terms. Students can evaluate different ways of storing money. Students can explain the many advantages to having a bank account	Benchmark 2 - learning from career information	
July	Occupation Classifications	Understand different employment classifications and their demand in the future.	Lesson powerpoint, worksheet	Year 9	To explore the wide variety of jobs within one workplace. To gain an awareness of the Standard Occupational Classification system understand how SOC will assist with your personal careers research by providing information about the future labour market	Skilled, administrative, trade, occupation, professional, managers, officials, elementary	Student scan explain what an occupation is. They can identify the 9 standard Occupation classifications. They understand the importance of studying occupational trends with regard to my future career choices	Benchmark 2 - learning careers and labour market information	

Year 10 Curriculum Plan 2022-23

	Careers Focus	Description	Resources	Year group	Learning objective	key terms	Learning outcome	Gatsby Benchmark	Teams Link
September	Virtual Parent Information Evening	Explain to parents and students the careers offer in Year 10. This includes where to get careers guidance information, how to use the safety measures database to find a work experience placement and how to prepare for mock interviews	Virtual presentation on school website	Year 10	To understand where to find careers guidance and recap where to find labour market information	work experience, employer, independence,	Students arrange a work experience placement independently, during w/c 20th June 2022. Parents understand how to support students to find placements and rehearse for interviews.	Benchmark 2 -learning about careers Benchmark 3 - addressing the needs of every student	
September	Careers lesson - CV Writing	Students are shown examples of good and bad CVs. Students are shown how to write a good CV.		Year 10	To understand how to write a CV, what it needs to include and how it should be laid-out	Curriculum Vitae	Students produce a word-processed CV to share with their employer at their mock interview	Benchmark 2 -learning about careers	
September	SEND Careers Session - Traineeships	Session for students with EHCPs on supported courses available to them at Nottingham College - traineeships	Lesson PowerPoint, Gov.uk website and computer room	Year 10	To understand what a traineeship is, what they offer, that they are entitled to extra support, where they can find supportive courses, how to search for traineeships			Benchmark 3 - addressing the needs of every pupil	
October	Careers lesson - interview skills	Students learn about interview questions, techniques, presentation and planning	Lesson PowerPoint	Year 10	To learn how to sell themselves in an interview, to learn how to dress and develop organisational skills	Interview panel	Students participate in interview scenario questions and receive positive feedback from employers during mock interview week	Benchmark 2 - learning about careers information	
November	Mock Interview week	Students have 1:1 interview by employer	employers	Year 10	To understand how to behave and communicate well in an interview		Students gain experience of interviews and receive feedback from employers to help them develop their interview skills	Benchmark 5 - encounters with employers and employees Benchmark 6 - experience of workplaces Benchmark 8 - personal guidance	
January	Employment and financial management	To understand the importance of budgeting throughout a person life To know how to calculate your personal income tax liability	Lesson Powerpoint	Year 10	To define terms such as financial capability and financial competence. To understand the importance of budgeting throughout a person life To know how to calculate your personal income tax liability	Budget, forecast, debt, savings, investments,, financial competence, Financial capability	I understand how debt and borrowing money can impact on personal finance I am able to budget now and for the future I understand how income tax is calculated		
March	employer engagement	Careers week - 30 minute lunchtime sessions hosted by employers, career videos	Lesson powerpoints, employers	Year 10	Students will have a greater understanding of pathways into their chosen careers		Students understand pathways into their chosen career	Benchmark 5 - encounters with employers Benchmark 8 - personal guidance	

April+H39A39:A39:J3	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 10	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.	Benchmark 2 - learning from labour market information Benchmark 5 - encounters with employers Benchmark 7 - encounters with higher education providers Benchmark 8 - personal guidance	
May - July	Careers Guidance meetings	Students have 1:1 or group guidance sessions with independent careers advisor from Careers Inc	meeting room	Year 10	Students will learn about different pathways, receive application support, support to develop their unique career pathway		Students will form an informed action plan for their post-16 training or study	Benchmark 8 - personal guidance Benchmark 3 - addressing the needs of every pupil	
June	Work experience week	Students attend a 5 day placement with an employer		Year 10	Students will learn about workplaces, industry sectors, develop communication skills and develop confidence		Students will gain experience and receive feedback from employers to help them improve their work skills	Benchmark 6 - experience of workplaces	
July	Speed-networking	Students network with local employers 'speed-dating' style	employers	Year 10	Students will learn about different local employers and industry sectors	networking, labour market	Students will have a greater knowledge of labour market demands and learn through the experience of others about pathways into different industries	Benchmark 5 - encounters with employers Benchmark 8 - personal guidance	

Year 11 Curriculum Plan 2022-23

	Careers Focus	Description	Resources	Year group	Learning objective	key terms	Learning outcome	Gatsby Benchmarks	Teams Links
September	Exploring a paycheck	To be able to work out using calculations Gross Pay and Net Pay on a payslip	payslip examples, lesson Powerpoint	Year 11	To understand what the common features of a payslip are To be able to work out using calculations Gross Pay and Net Pay on a payslip To evaluate the importance of paying tax and NI contributions	BACS, Deductions Payslip, Net Pay, Gross Pay, National Insurance, Salary, Tax, NI, Tax Code, PAYE	Students understand how to interpret a payslip. They know how to work out Gross Pay and Net Pay on a payslip. They are aware of all the deductions that are likely to come out of their salary when they're older.	benchmark 2 - careers information	
October	Apprenticeships sessions	To evaluate the importance of paying tax and NI contributions		Year 11		level 3, 4, 5 and 7 apprenticeships, degree-level apprenticeships, traineeships, T-Levels		Benchmark 7 - encounters with higher education providers Benchmark 8 - personal guidance	
November - March	Careers Guidance Meetings	Students will have 1:1 or group guidance sessions with an independent careers advisor from Careers Inc	Questionnaire survey results, meeting room	Year 11	Students learn about different pathways, receive application support and support to plan their unique career pathway		Students will successfully gain places on their chosen courses, and have a clear plan of their next steps towards their career ambition	Benchmark 3 - addressing the needs of every pupil Benchmark 8 - personal guidance	
January	Careers lesson - Post-16 Options	Students will recap the post-16 pathways and entry levels	Lesson PowerPoint, worksheet	Year 11	To understand entry levels for different pathways		Students will identify the right entry level and pathway for them, informed by their career ambition	benchmark 2 - careers information	
March	Careers lesson - CV Writing	Students will learn how to write an effective CV	Lesson PowerPoint, Good and Bad CV Examples, CV Template	Year 11	To understand how to write a CV, what it needs to include and how it should be laid-out		Students will produce a suitable word-processed CV that can be developed throughout their adult life	benchmark 2 - careers information	
March	Careers lesson - interview skills	Students learn about interview questions, techniques, presentation and planning	Lesson PowerPoint	Year 11	To learn how to sell themselves in an interview, to learn how to dress and develop organisational skills	Interview panel	Students participate in interview scenario questions	benchmark 2 - careers information	
April	Careers Fair	Students meet employers from a range of sectors and higher education providers	stalls, question worksheet	Year 11	Student will have a greater understanding of the labour market and pathways. Also a better understanding of Further education courses.		Students will understand which sectors will be recruiting when they leave school; know the different pathways that can be taken into different sectors.	Benchmark 2 - learning from labour market information Benchmark 5 - encounters with employers Benchmark 7 - encounters with higher education providers Benchmark 8 - personal guidance	