

## Careers Plan

| Year Group               | Year 9  | Year 10   | Year 11   |
|--------------------------|---|---|---|
| <b>Programme Summary</b> | <p>Introduction to different sectors.<br/>Understanding different career paths.</p> <p>Understanding subject links to careers/jobs.</p> <p>Begin the skills builder journey to support student with their presentation skills.</p> <p>1 x Employment Encounter.</p> | <p>Individual career plan</p> <p>Work Experience (Understanding of your skills on problem solving)</p> <p>1 x Employment Encounter</p> <p>To continue to develop on the skills builder</p> <p>Pathways presentation</p> <p>1-2-1 meetings with the careers advisor.</p> | <p>Expand knowledge of your skills.</p> <p>Interview skills</p> <p>CV Completion</p> <p>At least 1 x Employment Encounter</p> <p>Understanding the next steps application</p> <p>To continue to develop on the skills builder</p> |
| <b>Activities</b>        | <p>Guest Speakers</p> <p>Presentations within the school</p> <p>Interactive workshops</p> <p>Visits to different industries</p> <p>Research jobs. What are employability skills?</p> <p>Speed networking</p>  | <p>Explore pathways and how to get there.<br/>Pathways event.</p> <p>Explore Employers:</p> <ul style="list-style-type: none"> <li>- Guest Speakers</li> <li>- Panel: Journey</li> <li>- Alumni (Various)</li> </ul>  | <p>Speed networking</p> <p>Mock interviews</p> <p>CV Workshop / Personal statements</p> <p>Skills builder workshops</p> <p>Support with completing application forms.</p>   |

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## Employer engagement - Work Experience and Work Shadowing

We value our students experiencing the world of work and recognise the importance of young people engaging with employers. This includes mock interviews in Year 11, work experience in Year 10 and industry visits, assemblies and tutor group activities from Years 7 - 9.

### Careers Day Itinerary:

#### What happens next after school?

- College (Levels, Functional Skills)
- Apprenticeships
- Work
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#### What are apprenticeships, is it for me?

PowerPoint presentation

#### STEM taster lesson class (Gatsby Benchmark 4 Linking curriculum to careers)

<https://www.appsforgood.org/courses>

#### Mock interview skills workshop

#### CV writing workshops

#### Speakers

College Speaker (TBC)

Apprenticeships speakers

<https://www.inspiringthefuture.org/apprenticeships/>

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### World of work

- Labour laws for 16+ what you need to know
- Where can I get my National Insurance number
- How to budget

### Careers Evaluation

All careers events and activities have student evaluations completed and impact measured and reviewed regularly.

### Teachers:

The schools careers programme is available to all staff. Careers advice/education is provided throughout the school curriculum and interlinks with SMSC activities.

### Employers:

#### Provider Access Policy

In accordance with the requirements of the Statutory Guidance, ‘Careers guidance and access for education and training providers’ (October 2018) and the obligations placed upon schools by Section 42B of the Education Act 1997, this policy statement sets out Just Learn’s arrangements for managing the access of education and training providers to pupils at the school.

### Pupil Entitlement

All pupils in years 7-11 are entitled to:

- planned careers provision which provides information about the full range of education and training options, including technical and apprenticeship routes, at each transition point.
- information from a wide range of education and training providers about the opportunities they offer– through options events, assemblies and aspirations events.
- to understand how to make applications for the full range of academic and technical courses.

## Management of Provider Access Requests

### Access Procedure

A provider wishing to request access including virtual activities should contact Zarah Gadatara, Deputy Director, Telephone: 0208 648 9662; Email: [deputy.director@justlearn.org.uk](mailto:deputy.director@justlearn.org.uk).

Refer to the schools Provider Access Policy.

**Careers Advisor**  
**Michaela Burrowes**  
**0208 648 9662**  
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