

Key Stage 3 Careers Programme

Lesson	KS3 Learning Outcome	Elements of Learning	Activities	Year Group	
				7	8
1	Exploring careers and career development	Career exploration expands individuals' horizons for actions and opportunities. An understanding of career processes and structures enables individuals to make sense of their own careers, understand the careers experiences of others and contribute in important ways to the career wellbeing of others.	PSHEE Careers Booklet Create a U-explore account and rate how interested you are in different areas	✓	
2	Self-awareness	Individuals who realistically appraise their qualities and skills, roles and responsibilities, values and attitudes, needs and interests, aptitudes and achievements are better able to understand themselves, make informed choices and relate well to others. Self-awareness is essential for nurturing self-esteem, identity and mental well-being.	PSHEE Careers Booklet Update your U-explore profile with your skills and qualities	✓	
3	Preparing for employability	Preparing for employability is about enabling individuals to gain the skills and experiences they need to get, maintain and make progress in employment or self-employment including networking, negotiation, self-advocacy and staying healthy.	PSHEE Careers Booklet Creating a CV	✓	
4	Handling applications and interviews Know how to prepare and present yourself when going through a selection process.	Promoting themselves in a way that attracts the attention of selectors and recruiters as well as managing the applications process requires individuals to develop a range of self-presentation and marketing skills including the use of digital and social media. This also requires that they develop strategies to cope with set-backs and disappointments.	PSHEE Careers Booklet	✓	
5	Planning and deciding Know how to negotiate and make plans and decisions carefully to help you get the qualifications, skills and experience you need.	Individuals need to know how make and carry out carefully considered and negotiated decisions and plans. This includes being able to respond effectively to unforeseen or unplanned choices and opportunities.	PSHEE Careers Booklet	✓	

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1	Exploring careers and career development	Career exploration expands individuals' horizons for actions and opportunities. An understanding of career processes and structures enables individuals to make sense of their own careers, understand the careers experiences of others and contribute in important ways to the career wellbeing of others.	PSHEE Careers Booklet Research checklist using Unifrog		✓
2	Self-awareness	Individuals who realistically appraise their qualities and skills, roles and responsibilities, values and attitudes, needs and interests, aptitudes and achievements are better able to understand themselves, make informed choices and relate well to others. Self-awareness is essential for nurturing self-esteem, identity and mental well-being.	PSHEE Careers Booklet Y8		✓
3	Self-improvement as a learner	Self-improvement sustains positive attitudes to learning throughout life. It fosters the skills of planning, review and reflection. Understanding what they have learned, what they need to learn next and how they learn best enables individuals to develop their potential.	PSHEE Careers Booklet Y8		✓
4	Identifying choices and opportunities	Individuals need to be able to research and recognise suitable progression pathways and qualifications. Using networking, negotiation, information and evaluation skills enables individuals to maximise their choices and opportunities, including those that are unforeseen or unplanned.	PSHEE Careers Booklet Y8		✓
5	Investigating jobs and labour market information (LMI)	Individuals need to know how to access, analyse and act on relevant, objective and up-to-date job and labour market information when thinking about careers, employability and enterprise. They also need to know how to protect themselves from subjective and biased information.	PSHEE Careers Booklet Y8 Unifrog Careers drop-down day		✓
6	Planning and deciding Managing changes and transitions	Individuals need to know how make and carry out carefully considered and negotiated decisions and plans. This includes being able to respond effectively to unforeseen or unplanned choices and opportunities.	PSHEE Careers Booklet Y8 Unifrog Careers drop-down day		✓

Key Stage 4 Careers Programme

	Term 1	Term 2	Term 3
Y9	Careers Booklet Careers Open Day	Careers Booklet & Quizzes Unifrog Drop-in Sessions	Rossendale Careers Fair
Y10	Careers Unit 1 (4 lessons) Careers Unit 2 (3 lessons) X:\IAG (Information, Advice and Guidance)\KS4 Tutorial time\Yr 10 Carousel STEM talk from visiting speakers	Enterprise Unit 1 (2 lessons) Enterprise Unit 2 (2 lessons) Unifrog Drop-in Sessions Careers Open Day	Enterprise Week
Y11	Careers Booklet STEM talk from visiting speakers	Unifrog Drop-in Sessions Careers Open Day Trip to BAe Systems	Exams
Y12	Open Day at Manchester University	Careers Breakfast Briefings UCAS Conference Unifrog Drop-in Sessions	Work Experience Week Mock Interviews and Employability Day
Y13	Open Day at Manchester University Unifrog Drop-in Sessions 1:1 Support for post-18 applications	Careers Breakfast Briefings	Exams

GATSBY Benchmark	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12/13
A stable careers programme	<ul style="list-style-type: none"> - Careers booklets and tutorial scheme - Aspirations assemblies -Career form quizzes every fortnight on Friday 	<ul style="list-style-type: none"> - Careers booklets and tutorial scheme -Aspiration assemblies -Career form quizzes every fortnight on Friday 	<ul style="list-style-type: none"> -Careers booklet and tutorial scheme -Aspirations assemblies -Career form quizzes every fortnight on Friday 	<ul style="list-style-type: none"> Careers booklet and tutorial scheme -Aspirations assemblies -Enterprise week in July -Career form quizzes every fortnight on Friday 	<ul style="list-style-type: none"> Careers booklet and tutorial scheme -Aspirations assemblies -Career form quizzes every fortnight on Friday 	<ul style="list-style-type: none"> -UNIFROG (See year plan) Work experience week July 2019
Learning from career and labour market information	<ul style="list-style-type: none"> - Careers open day with guest speakers from universities and businesses, forces etc October 18 -Monthly job shop (careers taken from the UNIFROG site with information on particular careers) 	<ul style="list-style-type: none"> - Careers open day with guest speakers from universities and businesses, forces etc October 18 -UNIFROG Access provided -Monthly job shop (careers taken from the UNIFROG site with information on particular careers) displayed on form noticeboards 	<ul style="list-style-type: none"> - Careers open day with guest speakers from universities and businesses, forces etc October 18 -UNIFROG -Monthly job shop (careers taken from the UNIFROG site with information on particular careers) 	<ul style="list-style-type: none"> -STEM talk with a guest speaker from the nuclear industry 26/11/18 - Careers open day with guest speakers from universities and businesses, forces etc October 18 -UNIFROG Training provided on end of year 'drop down day' -Enterprise week in July -Monthly job shop (careers taken from the UNIFROG site with information on particular careers) 	<ul style="list-style-type: none"> -STEM talk with a guest speaker from the nuclear industry 26/11/18 - Careers open day with guest speakers from universities and businesses, forces etc October 18 -Monthly job shop (careers taken from the UNIFROG site with information on particular careers) -Trip to BAe to promote careers in engineering 	<ul style="list-style-type: none"> -Open Day -Work experience week -UNIFROG
Addressing the needs of each pupil	<ul style="list-style-type: none"> -Careers club/UNIFROG drop in from January 2019 every Thursday lunchtime in LRC 	<ul style="list-style-type: none"> - Options booklet completed in tutorial to assist students in making their GCSE choices -Careers club/UNIFROG Drop in from January 2019 every Thursday lunchtime in LRC 	<ul style="list-style-type: none"> -Careers club/UNIFROG Drop-in from January 2019 every Thursday lunchtime in LRC 	<ul style="list-style-type: none"> -Careers club/UNIFROG Drop-in from January 2019 every Thursday lunchtime in LRC 	<ul style="list-style-type: none"> -Spreadsheet sent to HoD with students who are interested in careers linked to their courses to encourage nurturing and development in that subject -Interventions for students with no plan for post-16 	<ul style="list-style-type: none"> -Assistance with university/apprenticeship applications -One to one meetings with JW on careers advice and PMc -Interventions for students with no post-18 intentions
Linking curriculum learning to careers	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects -National Enterprise 	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects -National Enterprise 	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects -National Enterprise 	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects -National Enterprise 	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects -National Enterprise 	<ul style="list-style-type: none"> -Careers noticeboard linking careers to subjects Work experience week

	competition (UNIFROG)	competition (UNIFROG)	competition (UNIFROG)	competition (UNIFROG)	competition (UNIFROG)	July 2019 -Spreadsheet of career interests to HoD to encourage promoting careers in their areas of curriculum
Encounters with employers and employees		- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc -Trip to BAe to promote careers in engineering
Experiences of workplaces						Work experience week July 2019
Encounters with further and higher education		- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Careers open day with guest speakers from universities and businesses, forces etc	- Open day at Manchester university
Experiences of workplaces						-Trip to BAe to promote careers in engineering -Work experience week July 2019
Encounters with further and higher education						
Personal guidance						- careers interviews with JW -Finances session on 'drop down day' - Finances session(understanding a wage slip and tax/NI)