

Careers education Whole School Plan

From classroom to career – inspiring young people to see their potential and set their ideas for the world of work through using knowledge, skills and experience directly through business

Please note that this programme should be used in conjunction with employer engagement activities organised with the Enterprise Adviser and www.OppsInBucks.org

This Career Programme is constructed around the ACEG framework and their three main areas of career and work-related learning. These areas are as follows:

- Developing yourself through careers, employability and enterprise education
- Learning about careers and the world of work
- Developing your career management and employability skills

| Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Sixth Form |
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| <p>LO: Describe yourself, your strengths and preferences</p> <p>LO: Tell your own story about what you are doing to make progress, raise your achievement and improve your well being</p> <p>Lesson 1: Who do you think you are?</p> <p>LO: Explain how you have benefited as a learner from career and work-related learning activities and experiences</p> <p>Lesson 2: Guest speaker preparation and reflection</p> <p>Lesson 3: Guest speakers – Q&A & record information</p> <p>LO: Recognise the qualities and skills needed for employability and provide evidence for those you have demonstrated both in and out of school</p> <p>Lesson 4: What options are available to me? - Facts in Four</p> | <p>LO: Tell positive stories about your wellbeing, progress and achievement</p> <p>Lesson 1: Qualities</p> <p>LO: Identify different kinds of work and why people’s satisfaction with their working lives varies</p> <p>LO: Describe different ways of looking at people’s careers and how they develop</p> <p>Lesson 2: The Quandary</p> <p>LO: Be aware of what labour market information (LMI) is and how it can be useful to you</p> <p>Lesson 3: Career</p> <p>LO: Identify how to stand up to stereotyping and discrimination that is damaging to you and those around you</p> <p>Lesson 4: Talking jobs</p> <p>LO: Identify and make the most of your personal</p> | <p>LO: Students will be able to define what gender stereotyping is and what effect this may have on their own career choice. They will explore the concept of stereotypes and look at examples of how it operates in practice</p> <p>Lesson 1: Stereotyping</p> <p>LO: Know how to prepare and present yourself well when going through a selection process</p> <p>LO: Show that you can be positive, flexible and well-prepared at transition points in your life</p> <p>Lesson 2: First impressions</p> <p>LO: Recognise when you are using the qualities and skills you need to be enterprising</p> <p>LO: Show that you can be enterprising in the way you learn, carry out work and plan your career</p> | <p>LO: Recognise how you are changing, what you have to offer and what’s important to you</p> <p>LO: Be positive about your own story and the responsibility you are taking for your own progress, achievements and wellbeing</p> <p>LO: Pupils set personal and learning targets to build on their strengths</p> <p>Lesson 1: Future targets</p> <p>LO: Be able to research your education, training, apprenticeship, employment and volunteering options including information about the best progression pathways through to specific goals</p> <p>Lesson 2: Preparation for a careers fair/skills show</p> <p>LO: Be able to find relevant labour market information (LMI) and know how to use</p> | <p>LO: Show how you are continuing to develop the qualities and skills you will need to improve your employability</p> <p>Lesson 1: CV writing skills</p> <p>LO: Complete an application form that would impress an employer</p> <p>Identify what should be on a good application form</p> <p>Lesson 2: Careers Day Application form</p> <p>LO: Know your rights and responsibilities in a selection process and strategies to use to improve your chances of being selected</p> <p>Lesson 3: Interview skills</p> <p>LO: Complete a 6th form application form that would impress an institution</p> <p>Identify what should be included in a personal</p> | <p>LO: Assess how you are changing and be able to match your skills, interests and values to requirements and opportunities in learning and work.</p> <p>LO: Reflect on the positive elements in your career story to show the responsibility you are taking for managing your own progress, achievement and wellbeing.</p> <p>Lesson 1: Writing a personal statement/ covering letter for those not applying through UCAS</p> <p>LO: Show how you have developed your personal financial capability to improve the future decisions you need to take about everyday living, further study, training and work</p> <p>LO: Be able to research and evaluate progression pathways and ROI for the higher and further</p> |

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| <p>LO: Show that you can manage a personal budget and contribute to household and school budgets</p> <p>Lesson 5: Money and budgets</p> <p>LO: Know how to negotiate and make plans and decisions carefully to help you get the qualifications, skills and experience you need</p> <p>Lesson 6: Reviewing achievements, skills and qualities</p> | <p>networks of support, including how to access a wide range of careers information, advice and guidance and distinguish between objectivity and bias</p> <p>LO: Know how to look systematically at the choices and opportunities open to you when you reach a decision point</p> <p>Lesson 5: Goals and plans</p> <p>LO Get ready to get at least two awards signed off</p> <p>Examine which skills you already have & record them</p> <p>Identify the skills that employers are looking for</p> <p>Lesson 6: Employability Awards</p> | <p>Lesson 3: Enterprise skills and qualities</p> <p>LO Completing the NHS job role competition. Enabling students to think about different job roles, roles & responsibilities</p> <p>Lesson 4 - 6: Researching job roles</p> <p>LO: Be able to find relevant labour market information (LMI) and know how to use it in your career planning</p> <p>Lesson 7: Labour market information</p> | <p>it in your career planning</p> <p>Lesson 3: Labour market information</p> <p>LO: Consider your skills & qualities and how they fit with your career plans</p> <p>Develop next steps in your career plan</p> <p>Explain how these skills maybe of use in the future</p> <p>Identify our qualities and skills</p> <p>Lesson 4: Interests & skills</p> <p>LO Consider the role of personal values in your career choice – what is important to you?</p> <p>Develop next steps in your career plan</p> <p>Explain how your values will affect your career choice</p> <p>Identify what is important to you</p> <p>Lesson 5: Values</p> <p>LO: Be aware of your responsibilities and rights as a student, trainee or employee for following safe working practices</p> <p>Lesson 6: Rights and responsibilities of the employee</p> | <p>statement</p> <p>Lesson 4: 6th form Application form</p> <p>LO: Review and reflect on previous transitions to help you improve your preparation for future moves in education, training and employment</p> <p>Lesson 5: Write an induction programme for young people going into sixth form, a college or an apprenticeship</p> <p>LO: Understand what an apprenticeship is & what industries are covered</p> <p>Understand facts about apprenticeships</p> <p>Explore how to get an apprenticeship</p> <p>Watch some casestudies</p> <p>Lesson 6: Apprenticeships</p> <p>LO: Be able to research your education, training, apprenticeship, employment and volunteering options including information about the best progression pathways through to specific goals</p> <p>Lesson 7: Preparation for a careers fair/skills show</p> | <p>education, training, apprenticeship options open to you</p> <p>LO: Know how to make career enhancing plans and decisions</p> <p>Lesson 2: Create a well-researched career plan Higher Education evening</p> <p>LO: Develop and apply enterprise qualities and skills in your approach to learning, work and career planning</p> <p>Enterprise day</p> <p>LO: Know how to prepare for, perform well and learn from participating in selection processes</p> <p>Lesson 3: Interview preparations in preparation for mock-interviews</p> |
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| | | | | <p>LO: Be able to find relevant labour market information (LMI) and know how to use it in your career planning</p> <p>Lesson 8: Labour market information</p> | |
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