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Year 9

	September	October	November	December	January	February	March	April	May
PHSCE lessons (Benchmark 1,2, 5)		4 lessons covering: - personal budgeting - types of work 9 (LMI) - prejudice - employability skills - ICT to explore careers 				Targeted mock interviews with Rotary 			
Guidance lessons (Benchmark 2, 3)			Future Skills Questionnaire 	CEIAG remote Assembly and T Level Slides 	4 lessons with tutors in preparation for options for Key Stage 4, using "Which Way Now?" Available on paper, and on the VLE 				
Careers and Guidance (Benchmark 3,4,5,7, 8)	Individual interviews with statemented students, reports, attend reviews. 					Careers interviews with targeted students 	Assembly with ASK Apprenticeships 		Individual interviews with SEN students 
			Attend Careers Convention 		Attend Options Evening 	Attend parents evenings 			




























Events (Benchmark 1, 2, 3, 4, 5, 7, 8)		Preparation for Careers Convention: assembly. 	Whole-day Careers Convention for students and parents on Review Day.    		Options assembly, then Key Stage 4 Options Evening    	Options drop-in for one-to-one guidance with senior staff; options     parents evenings			
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Year 10

	September	October	November	December	January	February	March	April	May
PHSCE lessons (Benchmark 2, 4)		3 lessons on employability skills and investigating careers  ICT: resources and links on Frog							
Careers and Guidance Team (Benchmark 1, 2, 3, 4, 5, 7, 8)	Attend SEN statement reviews 		Attend Careers Convention 	Provider Access Policy Assembly-T Levels		ASK Apprenticeships Assembly	Attend Year 10 parents evenings 	Interview vulnerable students 	

Events (Benchmarks 1, 2, 3, 4, 5, 6, 7, 8)	 	Preparation for Careers Convention: assemblies,	Whole-day Careers Convention for students and parents on Review Day     		Introductory/ promotional assembly on work experience (Online and placement)    	Ongoing support with work experience personal placements       Targeted mock interviews with Rotary
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Year 11

	June/July	September	October	November	December	January	February	March	April	May	June/July/ August
PHSCE lessons (Benchmarks 2, 3, 4, 5, 8)	3 lessons: preparing for work experience, using Kudos online careers tool   	5 lessons: -rights at work - "The Dream" (thinking about goals -options at 16+ -pay slips and pensions -voluntary work (1 lesson a fortnight until December)   			2 lessons: -applying for jobs -preparing for job interviews   						
Careers and Guidance Team (Benchmarks 1, 2, 3, 4, 8)	Individual interviews with <u>all</u> students; attend SEN reviews; report										
		-NCS Assembly -T Level assembly – remote -ASK Apprenticeships		Attend Careers Convention     	Attend Y11 parents evenings     		Targeted support to ensure progression in place   				Follow-up interviews for those at risk of NEET     

										GCSE results day IAG, then Y12 enrolment day IAG
Events (Benchmarks 1, 2, 3, 4, 5, 6, 7, 8)	Work experience     		Preparation for Careers Convention: assemblies, "Careers Box" video clips in registration, subject lessons 	Whole-day Careers Convention for students and parents on Review Day. Options Post 16 preparation      		Assembly and talks to classes on post-16 by Sixth Form team Sixth Form Open Evening      	Progression interviews with Sixth Form team Assembly by National Citizen Service     	Apprenticeship Fair for Targeted students      	Follow-up progression interviews with Sixth Form team      	Bridging course   GCSE results day IAG provision with school staff, then Y12 enrolment day IAG     

Benchmark Key (The eight Gatsby benchmarks of Good Career Guidance are:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

The CDI's Career Development Framework describes the six career development skills that people need to have positive careers.
The six learning areas are:

**Grow throughout life**

Grow throughout life by learning and reflecting on yourself, your background, and your strengths.

**Explore possibilities**

Explore the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.

**Manage career**

Manage your career actively, making the most of opportunities and learn from setbacks.

**Create opportunities**

Create opportunities by being proactive and building positive relationships with others.

**Balance life and work**

Balance your life as a worker and/or entrepreneur with your wellbeing, other interests and your involvement with your family and the community.

**See the big picture**

See the big picture by paying attention to how the economy, politics and society connect with your own life and career.