

CAREERS GUIDANCE PLAN 2020-21

Note: subject to change - adaptations/virtual events planned for much of this academic year due to pandemic but this plan is a typical example of what takes place in a normal academic year

	YEAR 7	YEAR 8	YEAR 9	YEAR 10	YEAR 11	YEAR 12	YEAR 13
AUTUMN TERM					I/V skills workshops – 21/22		
MONTHLY					Mat Smith DWP Targeted groups Employability skills/activities		Mat Smith DWP Targeted groups
Ext Reg. - weekly						UNIFROG Research Activities	UNIFROG Research Activities
SEPT					ID SURVEY BEGINS	Activity Survey	
SEPT/OCT					Form Visits – Progression and Choices Presentation/ Q&A – Tick Sheets (normally an introductory assembly)		
7 NOV					6 TH FORM OPEN EVENING (Virtual)		
13 NOV (changed to 17/12)					6 TH FORM TASTER DAY/ COLLEGE TASTER (Virtual) range of activities.		
NOV –				Army Careers – whole year group activity – SUMMER TERM for 20/21			
24/11/20			CAREERS DAY: STEP INTO THE NHS EVENT				
DEC Completed Feb 21 – Nat Appr Week					APPRENTICESHIP VIRTUAL PRESENTATION – AIM (see notes)		
SPRING TERM							
MONTHLY Job Spot (half termly) 1 – Event Management	School bulletin/ Student bulletin	School bulletin/ Student bulletin	School bulletin/ Student bulletin	School bulletin/ Student bulletin	Mat Smith DWP Targeted groups (recommence Summer Term) School bulletin/ Student bulletin	School bulletin/ Student bulletin	Mat Smith DWP Targeted groups (recommence Summer Term) School bulletin/ Student bulletin
WEEKLY				Elite Leadership – 10 x 1 hour workshops (recommence Summer Term)			
JAN			ASSEMBLY OPTION AND				

			PROGRESSION CHOICES. Adapted this year.				
JAN					AIM targeted assembly – completed in National Appr Week – virtual presentation to whole cohort.	AIM APPR WORKSHOP (moved to Summer Term)	AIM APPR WORKSHOP (Moved to Summer Term)
7 & 9 JAN check dates			U-EXPLORE CAREERS RESEARCH ACTIVITY. 2 x extended reg. Info in Options Booklet/newsletter. Adapted for this year – see notes.				
16 JAN – Virtual for 2021			OPTIONS EVENING	Careers workshops CAREERS WORKSHOPS (1) (7pm and 8pm) NEW FORMAT Uni of Oxford UEA QA APPS. DWP Cancelled this year.	Careers workshops Uni of Oxford UEA QA APPRS. DWP Cancelled this year	Careers workshops Uni of Oxford UEA QA APPRS. DWP Cancelled this year.	
17 JAN	UNI OF OXFORD – G&T WORKSHOP Plan in for later this year or next year.	UNI OF OXFORD – G&T WORKSHOP	UNI OF OXFORD – G&T WORKSHOP	UNI OF OXFORD – G&T WORKSHOP	UNI OF OXFORD – G&T WORKSHOP	UNI OF OXFORD – G&T WORKSHOP	UNI OF OXFORD – G&T WORKSHOP
8-12 FEB National Apprenticeship Week	Range of resources and information sent out via bulletins for research/promotion of Apprs. Amazing Appr. Activity Pack	Range of resources and information sent out via bulletins for research/promotion of Apprs. Amazing Appr. Activity Pack	Range of resources and information sent out via bulletins for research/promotion of Apprs. Amazing Appr. Activity Pack	Range of resources and information sent out via bulletins for research/promotion of Apprs. Amazing Appr. Activity Pack	AIM Apprenticeship presentation (listed above) virtual. Range of resources and information sent out via bulletins for research/promotion of Apprs. Amazing Appr. Activity Pack	CV PRESENTATION AND WORKSHOP – AIM APPRS. (P3) Identified students Move to Summer Term Amazing Appr. Activity Pack	CV PRESENTATION AND WORKSHOP – AIM APPRS. (P4) – Identified students Move to Summer Term Amazing Appr. Activity Pack
FEB		My Hospitality Life – Hotel Calamity, Edge Hotel, Uni of Essex – postponed – move to Summer Term if possible.					

MARCH – 1-5 Nat Careers Week	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info	See National Appr Week – similar info via newsletter and bulletins – range of CEIAG info
24/3/21 & 25/3/21				Spotlight Talks - virtual (Worldskills UK) – talks from colleges, employers, young role models. Tech & voc routes/career pathways.	Spotlight Talks - virtual (Worldskills UK) – talks from colleges, employers, young role models. Tech & voc routes/career pathways.		
MARCH				Prep Assembly – see HOY – to explain activity RICS Careers Workshops 2 x 2 hours (half/half cohort) RICS not available. ARMY THIS YEAR – SUMMER TERM			
23 APRIL	Year 7 Activity (see itinerary) inc. prep from senior students on presentation skills						
SUMMER TERM	GUESS MY JOB – CAREERS ACTIVITY WITH EMPLOYERS			Elite Leadership – employability workshops recommence – selected students Army Careers day – date tbc CV WORKSHOPS? Date from JFE		AIM APPR. WORKSHOP – identified students	AIM APPR. WORKSHOP – identified students
MAY			11/5 VIRTUAL CAREERS FAIR – CCFE	11/5 VIRTUAL CAREERS FAIR – CCFE		12/5 UCAS DISCOVERY DAY (Virtual) 10am-6pm	
MAY cont/d				CCFE PROGRESSION FAIR – SELECTED STUDENTS Not running this year (virtual event 11 May instead) Will run next year	MOCK I/Vs with DWP – 24-27 May Identified Students		

MAY/ JUNE				YEAR 10 PROGRESSION GROUPS – COMMENCE JUNE – Careers Adviser			
EARLY JUNE						UCAS REGISTRATION – EXTENDED REG.	
10 JUNE						YEAR 12 INTO 13 VIRTUAL EVENT. SHORT INTRO – CAREERS/FUTU RES TO ADVISE ON EVENT (Futures Week) Resources available to support Futures Week/Careers Days.	
JUNE						HE CONVENTION cancelled this year	
JULY		SKILLS EVENT AT HYLANDS HOUSE Cancelled this year					
5-9 JULY						FUTURES WEEK - via HOY 12	
12 JULY						CAREERS DAY 1 – HE SPEAKER/SPEED CAREERS/ RESEARCH ACTIVITY	
13 JULY						CAREERS DAY 2 – Guest Speakers and Mock interview Day	
JULY						Accountancy Summer School – First Intuition – identified students	

OTHER EVENTS WILL ALSO BE ADDED IF TIMETABLES ALLOW AND WITH AGREEMENT FROM SENIOR LEADERSHIP TEAM.