**Sixth Form Careers Plan 2022-2023**

**Intent:** The Sixth Form Careers Programme intends to provide information and experiences that will enable students to make informed decisions about their post 18 options and develop the skills required for the world of work.

**Implementation:** Students will complete 6 careers modules in year 12 and 6 in year 13. They will also take part in a range of trips and activities outside of the classroom and will undertake one week of work experience in year 12 tailored towards their career interests. All students will be offered a one to one guidance interview with a qualified careers advisor.

**Impact:** Students will build a network of contacts that will increase their knowledge and understanding of the range of options available to them in order to raise their aspirations and reach their maximum potential.

<table>
<thead>
<tr>
<th>Year 12</th>
<th>Year 13</th>
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<tbody>
<tr>
<td><strong>Delivery</strong></td>
<td><strong>Content</strong></td>
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<tr>
<td></td>
<td>2. How to contact employers</td>
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<td></td>
<td>3. Writing your CV</td>
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<td>6. Preparing for Work Experience</td>
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<tr>
<td>Event</td>
<td>Description</td>
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<tr>
<td>Assembly</td>
<td>Introduction to Unifrog Students are given registration details and shown how to use the system.</td>
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<tr>
<td>Assembly</td>
<td>Introduction to the Uptree Foundation Students register on the Uptree website and create their own profile which will give them access to experience days with employers.</td>
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<tr>
<td>Assembly</td>
<td>Careers focused subject based assemblies delivered to students in the Spring term linking curriculum to careers.</td>
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<td>Parent Evening</td>
<td>Year 12/13 Curriculum Pathways Evening for parents and students. Introduction to Work Experience followed by talks delivered by ARU and Apprenticeship Provider.</td>
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</tbody>
</table>
| Workshops | Industry Focused workshops  
Delivered by Uptree during National Careers week.  
5 x 1 hours workshops to run throughout the day on specific industries such as Law, Medicine, Engineering, Investment Banking, Marketing. Students can opt to attend a workshop of their interest. | CDI: GTL, EP, CO  
GB: 2, 3, 4, 5 | Workshops  
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GB: 2, 3, 4, 5 |
| Trips | Year 12 visit the UCAS Exhibition  
Students visit stands to speak to universities, gap year and apprenticeship providers to find out about their post 18 options  
Option trips take place throughout the year to universities and employers | CDI: GTL, EP, CO  
GB: 2, 3, 7 | Options trips to employers organised throughout the year. | CDI: GTL, EP, CO  
GB: 2, 3, 7 |
| Off Timetable Day | Year 12 Careers Day  
Students will attend morning registration in form rooms at 8.40am and will choose which workshop route to follow based on their interests:  
| CDI: GTL, EP, CO  
GB: 2, 3, 5, 7 | Masterclasses  
Year 13 Masterclasses Preparing for Employability  
A series of Masterclasses delivered by the AIM Group throughout the year on: | CDI: GTL, EP, CO  
GB: 3, 5 |
| **Uni Route** | 1. Uni Route – Intro to Personal Statements and writing Personal Statements  
2. Employment Route – Intro to Apprenticeships, Interview Techniques and Assessment Centre |
| **Employment Route** | 1. Interview Techniques  
2. Preparing for Assessment Centres  
3. Personal Branding |
| **Work Experience** | All students to undertake a one week work experience placement tailored to their career interests.  
CDI: GTL, EP, CO, MC GB 2, 3, 4, 5, 6 |
| **Enrichment Activities** | Enrichment Programme  
A range of activities are offered to students to develop employability skills  
Students complete their enrichment activities on a Wednesday.  
CDI: GTL, EP, CO, MC GB 5, 6 |
| **Enrichment Programme** | Enrichment Programme  
Year 13 students continue with enrichment activities on a Wednesday afternoon.  
CDI: GTL, EP, CO, MC GB 5, 6 |
| **One to One Guidance** | All students can request a one to one guidance interview.  
CDI: GTL  
GB: 3, 8 |
| **Career Talks** | All year 12 and 13 students are invited to Careers Talks delivered by Universities and Employers throughout the year.  
CDI: GTL, EP, CO  
GB: 2, 3, 4, 5, 7 |
| **Tutor Time** | |

*CAPE – Citizenship and Achieving Personal Excellence*
National Apprenticeship Week – 6th to 11th February 2023

National Careers Week – 6th to 11th March 2023