

# Careers Plan Key Stage 4 - Activities timetabled during the year.

Activity	Year group	Timings	Content
Assembly Year	10 & 11	Introducing the careers Adviser, Mrs Ann O'Connell provision and interviews to Year 10 & 11	
Information literature notice board	Yr10 & 11	Continuous through the year	Various key information for post 16 provision
Student Questionnaire	Yr11	1 <sup>st</sup> week of the new school term - September	<p>Student questionnaire</p> <p>Questions relating to themselves, proposed careers, apprentices college, 6<sup>th</sup> form positions, interests, what GCSE, predicted grades, work experience complete, current job(sat, evening etc.</p> <p>Which reflects you most</p> <ol style="list-style-type: none"> <li>1. I don't need any because....</li> <li>2. I have no idea....</li> <li>3. I have some idea &amp; would like to discuss.....</li> <li>4. I really need some guidance....</li> </ol>
Careers interviews	Yr11	I-shin Careers adviser Starting September through to December	<p>Set up in school</p> <p>All students offered a 30 minute interview</p> <p><b>Interviews will be held before college open days where possible</b></p> <p><b>Follow up appointments included in the provision.</b></p>
Assembly – Yr11	Yr11	Beginning of October  30 mins approx.	<p>Before Post 16 evening – assembly by I-Shine</p> <p>Decision making, career opportunities, being realistic with ability, predicted grades. Look at all the possibilities offered on the evening</p>

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Open evenings – post 16	Yr11	November - December	Dates to be confirmed for 2015 <ul style="list-style-type: none"> <li>• QE in Darlington</li> <li>• Northallerton College</li> <li>• Darlington open evening</li> <li>• Richmond open evening</li> <li>• Harrogate College</li> <li>• York College</li> </ul>
Assembly	Yr10 & 11	To promote colleges	Various college will arrange a date to introduce themselves during Yr10 & Yr 11 assembly
College Applications		December/January	Complete and process post 16 applications forms
College references		January	
College Interviews Jan/Feb	Yr11	Some will be in school and some will be at the relevant college	QE (approximately Feb) – on site Northallerton to be arranged
College Taster days	Yr11	July	Bridging week – QE – pupils go on organised bus. <b>July</b> Bridging Week Taster days – Northallerton college – Pupils make their own way there
Curriculum day July	Y10	Various post 16 providers - July	Post 16 providers, 1hr long workshops, colleges, Forces and apprenticeship providers Apprenticeship workshops – I-Shine Careers adviser
Results day	Yr 11	August	Careers adviser in school to discuss results and options for colleges. Assist pupils decide what to do next if results are not enough to get them where they wanted to go &, what next

Careers interviews	Yr10	I-Shine careers adviser February/march	Set up in school Interviews opened up to year 10 pupils - 20 minute interviews, stat pupils off thinking about possible progression routes, colleges, apprenticeships etc.
	Key Stage 3		
Activity	Year group	Timings	Content
Assembly	Yr 9	January	Options introduced in assembly
Options evening	Yr 9	All pupils and parents are invited January/February	Presentations given by subjects leaders. Opportunity to look at pupils work and discuss the outline of each course Assessment criteria and content
Careers interviews	Yr 9	20 minute appointments Feb after options evening	Careers interviews offered to Yr 9 pupils having difficulties with options. Form tutors contacted & relevant pupils are offered appointments
careers	Yr 9	Introduced into the General Studies curriculum	Introduction to careers and the use of Careers software during General Studies lessons

N J Iddison 5<sup>th</sup> July 2012 update 11<sup>th</sup> sept 13, update 18<sup>th</sup> March 14, upate 29<sup>th</sup> Jan 15.

