

CAREERS EDUCATION IAG MAPPING DOCUMENT

ACADEMIC YEAR 2024 – 25

In addition to the provision detailed below, the School also has a Careers section within its library, which is updated each year with relevant information and up-to-date prospectuses. Furthermore, the extensive and varied extra-curricular provision at the School offers a wealth of opportunities for pupils to develop confidence, self-esteem, and soft skills such as teamwork, time management, networking, creative thinking and conflict resolution, as well as leadership skills.

Year Group	PASTORAL PROGRAMME (YEAR ASSEMBLIES, FORM PERIODS, TUTORIAL AND ENRICHMENT)	PSHEE	CURRICULAR	EXTRA-CURRICULAR
7	<ul style="list-style-type: none"> • Online presence and professionalism • Interview skills • Equality in the workplace • Behaviour in the workplace • Interactions and teamwork in the workplace • Workplace software (Word, Excel and PowerPoint) • Health and safety 	<p>PSHEE which includes:</p> <ul style="list-style-type: none"> • Managing Change: key transition points in life, careers and your future, money and finance, Unifrog and Learn Live 	<ul style="list-style-type: none"> • National Careers Week (03 – 07/03/25): Careers Across the Curriculum • Careers Event (23/04/25): Introduction to Connexions, Meaningful Encounter with Employers and Apprenticeships 	<ul style="list-style-type: none"> • MDV Talks (Thursday lunchtime) • Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) • Apprenticeship Week Talks (10 – 14/02/25)
8	<ul style="list-style-type: none"> • Online presence and professionalism • Interview skills 	<p>PSHEE which includes:</p> <ul style="list-style-type: none"> • My Future: my interests, careers and aspirations, exploring careers and what is 	<ul style="list-style-type: none"> • National Careers Week (03 – 07/03/25): Careers Across the Curriculum 	<ul style="list-style-type: none"> • MDV Talks (Thursday lunchtime)

	<ul style="list-style-type: none"> The importance of work-life balance Self-review: strengths and areas for development 	a successful career, labour market information, employability skills, Unifrog and Learn Live	<ul style="list-style-type: none"> Careers Event (23/04/25): Introduction to Connexions, Meaningful Encounter with Employers and Apprenticeships 	<ul style="list-style-type: none"> Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) Apprenticeship Week Talks (10 – 14/02/25)
9	<ul style="list-style-type: none"> GCSE Options assemblies including links with Careers Interview skills Professionalism in the workplace Work-life balance: managing workload 	PSHEE which includes: <ul style="list-style-type: none"> Essential Life Lessons: from failure comes success (resilience), saving and managing your money, employment and financial management 	<ul style="list-style-type: none"> First Intuition Apprenticeships (02/24) National Careers Week (03 – 07/03/25): Careers Across the Curriculum Options Carousel (06/03/25) 	<ul style="list-style-type: none"> MDV Talks (Thursday lunchtime) Take Your Child to Work Day / Careers Event (01/10/24) Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) Apprenticeship Week Talks (10 – 14/02/25)
10	<ul style="list-style-type: none"> Presentation and debating skills Relationships in the workplace Professionalism in the workplace: respectful behaviour Employment Law Equality in the Workplace: protected characteristics and the law Personal finance Work-life balance: managing workload 	PSHEE which includes: <ul style="list-style-type: none"> Essential Life Lessons: staying safe online (online reputation, digital footprints and future employment), self-management (time, technology, stress and anxiety), the best career for me, writing a CV, careers and next steps 	<ul style="list-style-type: none"> National Careers Week (03 – 07/03/25): Careers Across the Curriculum Enrichment Day: Careers Carousel including Apprenticeships (04/07/25) 	<ul style="list-style-type: none"> Connexions Meetings by referral or request MDV Talks (Thursday lunchtime) Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) Apprenticeship Week Talks (10 – 14/02/25)

	<ul style="list-style-type: none"> Self-care and managing stress 			
11	<ul style="list-style-type: none"> Connexions Launch (Sept) Optional Work Experience Launch (Nov) WHSB Sixth Form process A level Options assemblies including links with Careers USP College (FE/SF College) (01/24) Debating skills Positive personal relationships including in the workplace Personal finance Self-care and managing stress at work 	<p>PSHEE which includes:</p> <ul style="list-style-type: none"> Staying Safe Online and Offline: stalking and sexual harassment, including in the workplace 	<ul style="list-style-type: none"> National Careers Week (03 – 07/03/25): Careers Across the Curriculum Sixth Form Taster Lessons (15/01/25) 	<ul style="list-style-type: none"> Connexions Meetings (All) MDV Talks (Thursday lunchtime) Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) Apprenticeship Week Talks (10 – 14/02/25) Entry to Sixth Form Evening (22/01/25) Work Experience Placement (following GCSE exams): can be face-to-face or virtual
12	<ul style="list-style-type: none"> VESPA and Goal setting Using Unifrog Online presence Presentation skills Introduction to UCAS Creating a UCAS profile Discovering the options Choosing the right subject and university Making the most of university visits The UCAS personal Statement The UCAS reference process 	<p>PSHEE which includes:</p> <ul style="list-style-type: none"> Your Future and Next Steps: post 18 choices and options (university and apprenticeships), the importance of work-life balance, applying for jobs (making applications and preparing for interviews), mock interviews, careers research and network building 	<ul style="list-style-type: none"> National Careers Week (03 – 07/03/25): Careers Across the Curriculum Enrichment Day (04/07/25): UCAS, Apprenticeships and Student Finance 	<ul style="list-style-type: none"> Connexions Meetings (All) MDV Talks (Thursday lunchtime) Oxbridge Society: Using the Oxbridge Tool to find the right college Lecture Series (Wednesday afternoons) Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) <ul style="list-style-type: none"> Apprenticeship Week Talks (10 – 14/02/25)

	<ul style="list-style-type: none"> • Applying for an Apprenticeship • Self-care and managing stress at work • Getting ready for Work Experience • Making the right impression • Equality Act 2010 			<ul style="list-style-type: none"> • Higher Education Evening (02/07/25) • Work Experience Placement: can be face-to-face or virtual (19 – 23/05/25) • Young Enterprise and Volunteering
13	<ul style="list-style-type: none"> • VESPA and Goal setting • Preparing for the year ahead including UCAS • Preparing for a UK university interview • Presentation skills • Life after school including coping with change and moving away • Life after higher education • Student finance and budgeting after school • The importance of Career Development and Lifelong Learning • How businesses help / promote changes in career • Effective time management • How the law protects the workforce 	<p>PSHEE which includes:</p> <ul style="list-style-type: none"> • Staying Safe: initiation and hazing (rituals to harass, abuse and humiliate) • Mindfulness, Mental and Physical Fitness and Well-being: the importance of balance and managing stress • Essential Life Lessons: taxation, student finance, banking, budgeting and benefits, debt and debt management, savings and insurance, buying your first property • Domestic and Global Affairs: the role of Trade Unions 	<ul style="list-style-type: none"> • National Careers Week (03 – 07/03/25): Careers Across the Curriculum 	<ul style="list-style-type: none"> • Connexions Meetings by referral or request • UCAS Reference 121 Meetings • MDV Talks (Thursday lunchtime) • Oxbridge Society: preparing for an Oxbridge interview • Lecture Series (Wednesday afternoons) • Mock interviews • Careers Evenings: An Audience With ... (27/11/24, 29/01/25 and 12/03/25) • Apprenticeship Week Talks (10 – 14/02/25)

	<ul style="list-style-type: none">• Workplace hazards and how these can be reduced• Coping with setbacks including at work (unemployment)			
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