



Curriculum Progress Plan 2022/2023

CAREERS

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Year 7 Bronze Work Related Learning - Aspirations, teamwork and leadership	DEVELOPING AWARENESS OF SELF AND ANOTHER (105154) Participating in a discussion about physical appearance, likes and dislikes.	Buzz quiz Discover your strengths and what makes you tick Understand how others may see you Explore subject choices and jobs that could suit you. An introduction to the careers resources in the local library as well as learn all about the school Careers Adviser.	114842 SELF LEADERSHIP: DEVELOPING CONFIDENCE AND ASPIRATION The importance of developing self-confidence, motivation and resilience as basic qualities needed to overcome challenges in life. How personal aspirations can impact their future career and happiness.	115384 EMPLOYABILITY: TEAMWORK work as a member of a team and use at least two team working skills, ie consideration, co-operation, negotiation, persuasion, communication or organisation, during the completion of a task. Support others in the team on at least two occasions. Identify three good teamwork skills. Identify three attributes or behaviours that lead to poor teamwork. Participating in at least two team activities. Taking part in a pre-	115385 EMPLOYABILITY: LEADERSHIP Demonstrate one leadership skill in a team task. Give help and support to other participants. Help the team to make decisions on at least one occasion. Identify three good leadership skills. Identify three attributes or behaviours that lead to poor leadership. Being given at least one opportunity to lead a work-related task. Taking part in a pre-work visit session on leadership.	Developing skills and aspirations End of year project on careers, teamwork and leadership, and raising aspirations
	What is work? Overview of work, business and employment. What is an employer? What is an employee? What is self employed? Types of work families:	Careers in the animals, land and environment sector Careers in this sector incorporate a range of skills such as design, business, science and engineering. It's not just about working outdoors – you might work in a laboratory, shop, surgery or even a design studio. Explore different employment opportunities and skills required.	Careers in the caring and medical sector All jobs in this sector involve helping people. Often this means working with people who are in difficulty or distress. Explore different employment opportunities and skills required.	Other Career opportunities Careers in the engineering, construction and manufacturing sector and Careers in the public sector. Other careers including education, media, science etc.	111786 AN INTRODUCTION TO CAREERS AND EMPLOYABILITY discuss where to get careers advice from. complete a basic action plan for a chosen career. Choose two appropriate careers and the reason why they have chosen each one. Use two resources to gain information about a chosen job or career. Taking part in a discussion about how career exploration assists in the process of self-development. At least two of own values and skills and on this basis begin to explore appropriate types of employment for themselves. Three requirements for each of the two chosen jobs or careers. At least three ways of applying for a job or course.	Community and careers Equality of opportunity in careers and life choices, and different types and patterns of work
	110355 BASIC OFFICE SKILLS	110160 INTRODUCTION TO CV WRITING	Employability skills - Online	Setting goals	Creating a personal Careers development plan	Enterprise

<p>Year 9 Gold Career learning -</p>	<p>use the following: hole punch, stapler, staple remover, paper clips, treasury tags. photocopy and collate three different documents. Deliver a message requiring a reply. Produce the following documents: a memo, a letter, a poster. Sort mail and put into relevant pigeon holes.</p>	<p>complete an application form requiring personal details of age, address, educational history, record of achievement and interests Identify at least two each of own likes, dislikes, interests and hobbies student completed work. Identify at least two positive ways in which other people could describe them. Identify three of own positive personality traits. Discuss and identify three possible areas of personal character development.</p>	<p>Employability and online presence. How social media is used for employment. Creating an employment blog. Using the Internet to resource jobs and careers. Finding out qualification requirements for employment.</p>	<p>Learning strengths, career options and goal setting as part of the GCSE options process. Pupils are told about the processes involved with choosing their GCSE options. An information session to find out further information to help support pupils with choosing their GCSE options.</p>	<p>All Year 9 pupils have an individual careers interview with our school Careers Advisor, in order to receive personalised help and guidance as they apply for their post-16 college or training places. Employability and online presence. How social media is used for employment.</p>	<p>end of year project on Enterprise</p>
<p>Year 10 Platinum Career learning - Work experience</p>	<p>111847 DEVELOPING INTERVIEWING AND COMMUNICATION SKILLS 1. the appropriate clothing to be worn for a job interview Student completed work 2at least two ways in which positive body language can help in an interview situation Student completed work 3at least two ways in which negative body language can hinder an interview situation Student completed work 4demonstrated the ability to 4identify at least four questions that might be asked during a job interview Student completed work</p>	<p>89446 WORK EXPERIENCE: HEALTH AND SAFETY Understanding health and safety rules in the workplace. Understanding risk assessments. wear the appropriate clothing for a specific placement follow the health and safety rules of a specific placement shown knowledge of why certain clothes are inappropriate for a specific placement. At least three health and safety issues related to a specific placement.</p>	<p>Work experience Preparation for and evaluation of work experience and readiness for work. (All year 10 and year 11 pupils to have a weekly work experience at ARC, ACE or other identified placement.) review placement through weekly diary, progress indicators and placement feedback/reports)</p>	<p>Setting goals Learning strengths, career options and goal setting as part of the GCSE options process</p>	<p>Next steps Application processes, and skills for further education, employment and career progression</p>	<p>Enterprise end of year project on Enterprise. Career Pathway meeting</p>
<p>Year 11 Platinum Career learning - Preparing to move on</p>	<p>111847 DEVELOPING INTERVIEWING AND COMMUNICATION SKILLS 1. the appropriate clothing to be worn for a job interview Student completed work 2at least two ways in which positive body language can help in an interview situation Student completed work 3at least two ways in which negative body language can hinder an interview situation Student completed work 4demonstrated the ability to 4identify at least four questions that might be asked during a job interview Student completed work 5experienced 5taking part in a discussion about preparing for an interview Summary sheet 6taking part in a mock job interview</p>	<p>89446 WORK EXPERIENCE: HEALTH AND SAFETY Understanding health and safety rules in the workplace. Understanding risk assessments. wear the appropriate clothing for a specific placement follow the health and safety rules of a specific placement shown knowledge of why certain clothes are inappropriate for a specific placement. At least three health and safety issues related to a specific placement. Apprenticeship drop-in sessions with Positive Steps. Positive Steps Interviews 1:1</p>	<p>Work experience Preparation for and evaluation of work experience and readiness for work. (All year 10 and year 11 pupils to have a weekly work experience at ARC, ACE or other identified placement.) review placement through weekly diary, progress indicators and placement feedback/reports)</p>	<p>Setting goals Learning strengths, career options and goal setting as part of moving on after school finishes in summer.</p>	<p>Next steps Application processes, and skills for further education, employment and career progression</p>	<p>Enterprise end of year project on Enterprise</p>
<p>All Year groups</p>	<p>An introduction to the careers resources in the local library as well as learn all about the school Careers Adviser. Complete Career aspiration plan</p>	<p>visit to ARC from Blacksmith, Alpaca Blacksmith, Farmer and tree surgeon. Career Workshop with Positive Steps.</p>	<p>Visit to school from Carer, doctor. Career Workshop with Positive Steps - Technical qualifications and Apprentice opportunities.</p>	<p>Employer workshop Career Workshop with Positive Steps - Technical qualifications and Apprentice opportunities.</p>	<p>College visits/ Induction days</p>	<p>College visits/ Induction days</p>