



Lady Manners School Careers Programme – Discrete Events

Year Group	Module	Learning Intentions and Outcomes	Timescale	Delivery
Year 7	<p>An introduction to careers education</p> <p>Working for the NHS</p>	<ul style="list-style-type: none"> • Gives students the information they need to understand the job and career opportunities available • Encourage higher education aspirations • Develops job seeking skills 	February/ March	<ul style="list-style-type: none"> • Assembly • Visiting speaker • Form time activities
Year 8	<p>You and the World of Work</p> <p>Visit to a large employer to explore career pathways and careers roles within a large organisation</p>	<ul style="list-style-type: none"> • Awareness of job roles within a large organisation- on site • Awareness of career • Understanding of required employability skills 	March	<ul style="list-style-type: none"> • Tutor time preparation • Off -site visit
Year 8	<p>You and the World Of Work</p> <p>What work is and will look like in the future and individual expectations and skills</p> <p>Introductory LMI assembly from a visiting speaker</p>	<ul style="list-style-type: none"> • Greater understanding and awareness of: <ul style="list-style-type: none"> ○ What is work? ○ Why do we work? ○ Personal skills and qualities required in the workplace • What work will look like in the future and the importance of LMI • Job roles that suit personal skills and qualities 	June/July	<ul style="list-style-type: none"> • Tutor time activities • Careers lesson • Assembly
Year 8	<p>You and the World Of Work</p> <p>World of Work Day</p>	<ul style="list-style-type: none"> • TBC 	June/July	<ul style="list-style-type: none"> • TBC

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Year 9	Choices and Pathways Highlights importance of GCSE options and the link between attainment and future choices Delivered By HEPP	<ul style="list-style-type: none"> • Decision making - greater and maturity in decision making • Increased awareness of upcoming guided choices in relation to future further education and HE progression • Increased awareness of link between level 2/3 attainment and FE and HE choices 	December	<ul style="list-style-type: none"> • Assembly • Discrete careers lesson
Year 9	Guided Option Choices for Upper School	<ul style="list-style-type: none"> • Greater understanding of the link between personal interests and career choice • Linking career interests to guided choices • Researching LMI for individual career choices • Greater awareness of career pathways through to level 3/4/5 	January/ February	<ul style="list-style-type: none"> • Discrete careers lesson
Year 10	Employability Your Future - Your Career Applications and Interviews Mock Employer Interviews	<ul style="list-style-type: none"> • Awareness of the importance of interviews in the recruitment process • Research and apply for a job role • Match personal qualities to a job role- developing a personal statement • Articulate to an employer suitability for a job role • Better handle the stress of an interview situation • Understand how to improve interview performance and further develop employability skills 	January-March	<ul style="list-style-type: none"> • Tutor time delivery- including Fast Tomato workshop • Role play assembly • On and off site interview with an employer
Year 10	Your Future Your Career Work Experience	<ul style="list-style-type: none"> • Understanding of what to expect from work experience • Understanding of how to develop employability skills through work experience and demonstrate evidence of these • Understanding of how to stay safe on work experience 	April-July	<ul style="list-style-type: none"> • Tutor time delivery • Health and safety awareness assembly • Staff visit or contact • Debriefing session

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Year 11	Lifestyles Assembly Post-16 options panel	<ul style="list-style-type: none"> • Understanding of different Post-16 pathways • Understanding of lifestyle issues connected to each pathway 	September	<ul style="list-style-type: none"> • Extended assembly • Tutor time delivery • Introductory assembly
Year 11	Pathways to Your Future Career Where to go and what to study	<ul style="list-style-type: none"> • Understanding of different Post-16 pathways • Application procedures 	September-October	<ul style="list-style-type: none"> • Introductory assembly • Discrete careers lesson • Tutor time delivery
Year 11	Personal Careers Guidance Interviews	<ul style="list-style-type: none"> • Better prepared to make Post-16 applications • Students have an electronic career plan that is sent home 	October - March	<ul style="list-style-type: none"> • Individual interviews with a Level 6 Careers Adviser
Year 11	Post-16 Evening Alternative Pathways to Sixth Form	<ul style="list-style-type: none"> • Students have the opportunity to meet Individual providers and find out more about the course or job that they may be interested in 	October	<ul style="list-style-type: none"> • Post-16 evening talks and consultation opportunities
Year 11	Apprenticeship Week and Apprenticeship Workshop	<ul style="list-style-type: none"> • Students are made aware of local apprenticeship options • Students understand the process for applying for apprenticeships 	January	<ul style="list-style-type: none"> • Lunchtime presentations from apprenticeship providers

Other Events (non-Universal)

- Targeted guidance interviews: Year 8 and Year 10 – selected students
- Careers Convention: every 2 years
- Extended work experience and business mentoring
- SEND interviews
- Careers trips
- Volunteer it Yourself: Year 8-9 building project for selected students
- Recent projects include Looking to the Future (D2N2 Careers Local Project)
- Assemblies: Army Cadets, NCS, Post-16 football training programmes, National Citizenship Service