

KS 4 CAREERS EDUCATION AND GUIDANCE

YEAR 11 Entitlement statement

In Years 10 and 11 you will have a planned programme of Careers Education and Guidance in accordance with the DFE Careers Education Framework 7 - 19: Statutory Guidance: Impartial Careers Education.

- * The Careers programme will be delivered by your form tutor within PSHCE and tutor time. You should receive the minimum of 8 lessons.
- * In **Year 11**, the world of work will be explored through the Preparation for Working Life course. This will include preparing letters of application, updating CVs and action plans and have access to a mock interview.
- * The lessons will give you the opportunity to access careers and university websites, use Passport- folio / Kudos to support your development of life skills, goals and target setting. This will include sessions in the Careers library where you can visit further and higher education websites and look at prospectuses. There will be the opportunity to access Careers advice through Careers fairs and Employer talks.
- * There will be access to Careers advice and guidance during careers lessons. You will also be entitled to a Careers interview. You will complete an action -plan with targets.
- * Throughout the year, in tutor time, there will be the opportunity to reflect on progress, the skills and qualities developed and the opportunity to discuss goals and targets for the future. The Library resource area is available and staffed during school hours.
- * The Schools' Careers Co-ordinator, Mrs Edgar, will also be available during the year for careers advice and guidance via the enterprise office.