

## CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE MEDIUM TERM PROGRAMME

For our Careers Education Programme of Study, we work closely with Form The Future to gain the support of local employers. Therefore, the plans for each year group are subject to change, according to the availability of different employers as motivational speakers / interviewers, etc. In line with government policy, our work is now benchmarked against the 'Gatsby Benchmarks' – the recognised national standards for school careers provision. These are:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

Our programme is reviewed annually with Form The Future and the Senior Leadership Team. Pupils complete evaluations at the end of all our careers days and we update the offer through the year if appropriate. Our post-16 destination data also feeds into the evaluation and update of our CEIAG. Please contact our Careers Lead, Terry Brame ([tbrame@melbournvc.org](mailto:tbrame@melbournvc.org)) for more information on our CEIAG programme.

Please find below our Careers Programme for each year group. The numbers in brackets indicate the relevant Gatsby Benchmark.

Year	Term 1	Term 2	Term 3
7	PD lessons – Budgeting and Finance (4) <ul style="list-style-type: none"><li>• Budgeting</li><li>• Savings and loans</li><li>• Products and transactions</li></ul>	What's my line delivered by Form the Future – an event where pupils question employers about their jobs (5)	Careers in the curriculum activities in subjects (4)
8	PD lessons – Careers and Finance (4) <ul style="list-style-type: none"><li>• Income and expenditure</li><li>• Tax and national insurance</li><li>• Budgeting and saving</li><li>• Entrepreneurs</li></ul>	Careers in the curriculum activities in subjects (4)	Careers carousel delivered by Form the Future – an event where pupils meet and discuss jobs with employers (5)

9	<p>Enterprise day – delivered by Form the Future – A day where pupils become an entrepreneur to solve a problem and pitch their idea. (4, 5)</p> <p>Options Assembly (3)</p> <p>Options fair and GCSE taster sessions (3)</p>	<p>Going to university talk (7)</p> <p>Cambridge Regional College vocational options presentation and Careers Carousel (PAL) (7)</p>	<p>Army Careers presentation (PAL) (5)</p>
10	<p>Tutor time and assemblies – work experience (6)</p>	<p>PD tutor time session – World of Work (4)</p> <ul style="list-style-type: none"> <li>• Working relationships</li> <li>• Equal opportunities at work</li> <li>• Protection at work</li> <li>• Work experience</li> </ul> <p>Mock Interview ‘prep’ session (3)</p> <p>Apprenticeship and T-Level presentation (PAL) (7)</p>	<p>PD – Uni or College, CV writing, employability, interviews (3, 4).</p> <p>Comberton Sixth Form Talk (7)</p> <p>Work experience prep sessions (6)</p> <p>Form the Future interview skills/mock interviews (3, 8)</p> <p>B.P. Apprenticeship assembly (PAL) (5)</p> <p>1 week work experience (6)</p>
11	<p>Post 16 process and applications. (3,8)</p> <p>Post 16 Awareness events – information evening, speakers from colleges (7)</p> <p>Form the Future – Apprenticeship talk (PAL) (7)</p> <p>PD lessons (4):</p>	<p>PD tutor time sessions (4)</p> <ul style="list-style-type: none"> <li>• Bank accounts</li> <li>• Wages</li> <li>• Tax</li> <li>• Budgeting“</li> </ul> <p>Going to University” Talk (7)</p> <p>‘Find an Apprenticeship Workshop’ (AIM Group) (8)</p>	<p>Support with GCSE results and final destinations (8)</p>

	<ul style="list-style-type: none"> <li>• positive relationships in the workplace</li> <li>• Personal statement writing</li> </ul> <p>1to1 careers guidance from Form the Future for invited pupils (3, 8)</p>	<p>Career starter Apprenticeship session (AIM Group) (8)</p> <p>Welcome events/guidance meetings with post 16 providers (7, 8)</p> <p>Further guidance on post 16 choices (8)</p>	
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

We are always looking for employers to engage with our pupils and support our careers programme. If you would like to get involved then please contact [tbrame@melbournvc.org](mailto:tbrame@melbournvc.org)