

Careers Programme

Our careers programme is designed to facilitate the improvement of our students' professional skills, ensuring they are prepared for work and further study and to ensure they develop the attributes they need to excel in a chosen career. The skills the students learn through the programme will help them with their future employment and career goals. There are four principal areas of the programme: (1) career intensive, (2) progression ready, (3) engagement, and (4) excelling.

Career Intensive

Criteria	How it is Measured
Complete a skills audit, classify areas for improvement and take practical steps to improve.	- Employability skills checklist - Student individual learning plans (ILPs) - Reviews
Research career options and have a 'career plan' in place to achieve future ambitions and skills development.	- Career plan - Student ILPs
Visit a range of employers are able to work out which jobs meet skillsets.	- LMI
CV developed and capability to tailor to particular job roles.	- Individual CVs completed
Create a covering letter and personal statement, using a job person specification/ description. Take part in mock interviews.	- Letter/statement - GFB - Tutorial
Engage with 'careers programme'.	- As above - Student ILPs - Student reviews

Progression Ready

Criteria	How it is Measured
Apply for a progression course, next level of study, training or a job linked to the 'career plan'.	- Progression data/intelligence
Participate and complete a set number of work experience or experience of work hours.	- Study programme - Attendance records

Engagement

Criteria	How it is Measured
Participate and complete a set number of work experience or experience of work hours.	- Study programme - Attendance records
Complete a live employer brief with employer feedback.	- Career plan - Student ILPs
Produce a summary of a placement, including how the experience will inform and drive targets.	- Career plan - Student ILPs
Take part in mock interviews with employers.	- Career plan - Student ILPs

Excelling

Criteria	How it is Measured
Achieve consistently good (or better) attendance and punctuality.	95% benchmark
Achieve targets and goals.	- Career plan - Student ILPs
Take an active role and be instrumental and influential within in a team.	- Career plan - Student ILPs - Tutorials/lessons
Lead a team of peers in a group task and ensure all members of the team have a role and contribute.	- Career plan - Student ILPs - Tutorials/lessons
Good communication skills demonstrated via a variety of forms.	- Various forms of assessment
Display innovation and creativity (practically or generation of ideas) linked to an assessment or a task.	- Various forms of assessment
Display problem solving skills linked to an assessment or a task.	- Various forms of assessment