

Year groups	Autumn Term	Spring Term	Summer Term	General Activities
Year 7	<ul style="list-style-type: none"> Curriculum and PSHE 	<ul style="list-style-type: none"> Careers week - assembly 	<ul style="list-style-type: none"> PSHE Day – employers invited 	<ul style="list-style-type: none"> Assemblies - Career focussed
Year 8	<ul style="list-style-type: none"> Options assembly Parents evening – Careers Adviser present 	<ul style="list-style-type: none"> Careers week – assembly Options evening 	<ul style="list-style-type: none"> PSHE Day – employers invited 	<ul style="list-style-type: none"> Assemblies - Career focussed
Year 9	<ul style="list-style-type: none"> Options evening – Careers Adviser present 	<ul style="list-style-type: none"> Careers week - assembly Introduction to apprenticeships and post 16 options Work experience preparation workshops 	<ul style="list-style-type: none"> PSHE Day – employers invited Work experience - Day at Parents work 	<ul style="list-style-type: none"> Assemblies - Career focussed
Year 10	<ul style="list-style-type: none"> Careers meetings with the Careers Adviser Assemblies - Career focussed Attend school Careers fair 	<ul style="list-style-type: none"> Careers week - assembly CV preparation workshops Interview skills workshops Mock interviews Day – employers are invited to interview the year group individually Work experience - Vocational groups 	<ul style="list-style-type: none"> Parents evening – Careers Adviser present Careers meetings with the Careers Adviser 	<ul style="list-style-type: none"> Assemblies - Career focussed Careers meetings with the Careers Adviser.
Year 11	<ul style="list-style-type: none"> Careers meetings with the Careers Adviser PSHE Day – employers invited for the Careers Fair, post 16 options including apprenticeships, sixth form and college talks National Citizen Service promotion Parents evening – Careers Adviser present Sixth form Open evening Career related Trips 	<ul style="list-style-type: none"> Careers week - assembly Careers meetings with the Careers Adviser Post 16 clinics and application support Motivational assemblies including revision tips Apprenticeship Talk for students who show a particular interest Parents evening – Careers Adviser present 	<ul style="list-style-type: none"> Careers meetings with the Careers Adviser Motivational assemblies 	<ul style="list-style-type: none"> Assemblies - Career focussed Careers meetings with the Careers Adviser.
Year 12	<ul style="list-style-type: none"> Careers meetings with the Careers Adviser Curriculum evening, Brunel University event Parents evening – Careers Adviser present Heathrow jobs and careers fair - Message sent to all Parents and students Getting into top universities support - Higher Education Day and Oxbridge Events Oxbridge Evening - any students interested in applying to Oxford and Cambridge Universities receive advice and guidance from the University representatives Time management advice - covered in PSHE sessions London Skills Event – at the ExCeL London - Message sent to all Parents and students University Taster Days - school allows 3 days to attend taster days 	<ul style="list-style-type: none"> Careers week - assembly Careers meetings with the Careers Adviser Parents evening – Careers Adviser present Two assemblies delivered on employability skills, interview techniques and applications We ask all students to create a CV following assemblies, form tutors give feedback UCAS - Introduced in Feb and started in June on Higher Education Day Higher Education Day - Higher Education Evening in the Spring Term where we invite in over 20 universities and apprenticeship providers and a speech from Unifrog Student finance - Guest invited to hold an assembly and covered again on Higher Education Day 	<ul style="list-style-type: none"> Careers meetings with the Careers Adviser External apprenticeship provider attends Higher Education Day UCAS process and personal statement Personal statement preparation workshops Employability Skills booklet and a Sixth Form Apprenticeship Guide available for students to view 	<ul style="list-style-type: none"> Assemblies - Career focussed Careers meetings with the Careers Adviser.

<p>Year 13</p>	<ul style="list-style-type: none"> ▪ Careers meetings with the Careers Adviser ▪ Parents evening – Careers Adviser present ▪ London Skills Event – at the ExCeL London - Message sent to all Parents and students ▪ UCAS support ▪ Personal statement (one to one feedback given) ▪ Time management advice - covered in PSHE sessions ▪ Higher Achiever Day ▪ University events ▪ Career related Trips 	<ul style="list-style-type: none"> ▪ Careers week - assembly ▪ Careers meetings with the Careers Adviser ▪ Parents evening – Careers Adviser present ▪ Two assemblies delivered on employability skills, interview techniques and applications ▪ We ask all students to create a CV following assemblies ▪ Strong focus on careers meetings with students who haven't applied to University ▪ Employability Skills booklet and a Sixth Form Apprenticeship Guide available for students to view 	<ul style="list-style-type: none"> ▪ Careers meetings with the Careers Adviser ▪ HE-clearing and adjustment advice ▪ Strong focus on careers meetings with students who haven't applied to University 	<ul style="list-style-type: none"> ▪ Assemblies - Career focussed ▪ Careers meetings with the Careers Adviser.
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