

Archway Career Education and Guidance Programme of Study 21/22

Year	Autumn term Main focus Colleges, University, CVs, and cover letters	Spring Term Main focus Apprenticeships, job applications and interview techniques	Summer term Main focus Training providers and Employment (Job search)
Year 7	<ul style="list-style-type: none"> • Career of the fortnight (Health and Social care, Mining, Horticultural, Wind Turbine, Aviation, Military, Sports) • Drop ins sessions college • Visits to colleges during outdoor education • Careers Library • PSHE lessons linking to careers (including labour market information, Assemblies – colleges, university • Employers’ talks 	<ul style="list-style-type: none"> • Career of the Fortnight (Emergency Services, Hair and Beauty, Factory, business, Catering, Education) • Drop in session with Careers advisor • Career library • Visits to Middlesbrough college or Virtual • Apprentice week • National Careers week • Employer talks • PSHE lessons 	<ul style="list-style-type: none"> • Career of the fortnight (Construction, Retail, animal care, Motor Mechanics, Maritime, Art and Design) • Drop-in sessions with Careers advisor • Visit to colleges • Visit to University or virtual tour • Careers Carousel
Year 8	<ul style="list-style-type: none"> • Career of the fortnight (Health and Social care, Mining, Horticultural, Wind Turbine, Aviation, Military, Sports) • Dinner time Drop ins with the colleges • Drop-in sessions with Careers Advisor • Careers Library • Careers fair • PSHE lessons linking to careers • Assemblies – colleges • Employer talks 	<ul style="list-style-type: none"> • Career of the fortnight ((Emergency Services, Hair and Beauty, Factory, business, Catering, Education) • Drop ins with careers advisor • Career library • Visits to Redcar college • Apprenticeship week • National Careers week • Employer talks • PSHE lessons 	<ul style="list-style-type: none"> • Career of the fortnight (Construction, Retail, animal care, Motor Mechanics, Maritime, Art and Design) • Career library • Drop-in sessions with Careers advisor • Visits to colleges • Careers carousel • Employer talks • PSHE lessons
Year 9	<ul style="list-style-type: none"> • Career of the fortnight (Health and Social care, Mining, Horticultural, Wind Turbine, Aviation, Military, Sports) • Drop-in sessions with Career advisor • Careers Library • Careers fair • Visit to Art college • PSHE lessons linking to careers • Assemblies – colleges • Apprenticeship talks 	<ul style="list-style-type: none"> • Career of the fortnight (Emergency Services, Hair and Beauty, Factory, business, Catering, Education) • Drop-in session with college • Career library • Visits to Redcar college • Apprenticeship week • National Careers week • Employer talks • PSHE lessons 	<ul style="list-style-type: none"> • Career of the fortnight (Construction, Retail, animal care, Motor Mechanics, Maritime, Art and Design) • Drop-in session with college • Drop-in sessions with Careers advisor • Career library • Visits to colleges • Careers Carousel • Employer talks • PSHE lessons

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<p>Year 10</p>	<ul style="list-style-type: none"> • Career of the fortnight (Career of the fortnight (Health and Social care, Mining, Horticultural, Wind Turbine, Aviation, Military, Sports) • Drop ins with careers advisor • Careers Library • Careers fair (Virtual) • PSHE lessons linking to careers • Assemblies – colleges • Apprenticeship talk • After school career club 	<ul style="list-style-type: none"> • Career of the fortnight (Emergency Services, Hair and Beauty, Factory, business, Catering, Education) • Drop-in session with Careers advisor • Career library • Visits to colleges • Apprentice week • National Careers week • Employer talks • PSHE lessons • CV workshop • Mock interviews • Application workshop • Taster sessions at Training providers • After school career club 	<ul style="list-style-type: none"> • Career of the fortnight (Construction, Retail, animal care, Motor Mechanics, Maritime, Art and Design) • Drop-in session with Careers advisor • Career library • Visits to colleges • Careers Carousel • Employer talks • PSHE lessons • Drop-in session with Careers advisor • Career library • National Careers week • Employer talks • After school career club
<p>Year 11</p>	<ul style="list-style-type: none"> • Career of the fortnight (Health and Social care, Scaffolder, Business Manager and Admin, Wind Turbine, Aviation, Military, Sports) • Drop ins with Careers advisor • Careers Library • CV workshop • Careers fair • Visit to colleges • PSHE lessons linking to careers • Assemblies – colleges • One to one with careers advisor • Apprenticeship talks • After school career club 	<ul style="list-style-type: none"> • Career of the fortnight (Emergency Services, Hair and Beauty, Factory, business, Catering, Education) • Drop-in session with Careers advisor • Career library • Visits to Middlesbrough college • Apprenticeship week • National Careers week • Employer talks • PSHE lessons • One to one with careers advisor • CV workshop • Mock interviews • Application workshop • Taster sessions at Trainer providers • After school career club 	<ul style="list-style-type: none"> • Career of the fortnight (Construction, Retail, animal care, Motor Mechanics, Maritime, Art and Design) • Drop-in session with Careers advisor • Career library • Visit to Middlesbrough college • Careers Carousel (Virtual) • Employer talks (Virtual) • PSHE lessons • One to one with careers advisor • CV workshop • Mock interviews • Application workshop • Job search work shops • Taster sessions at future placements • Experience of a workplace • After school career club