

**Archway Career Education and Guidance Programme of Study 2022/2023**

Year	Autumn term Focus: Colleges, universities, CVs, and cover letters	Spring Term Focus: Apprenticeships, job applications and interview techniques	Summer term Focus: Training providers and Employment (Job search)
Year 7	<ul style="list-style-type: none"> <li>• Career of the Month (Sales and Retail, Hair and Beauty, NHS, Engineering )</li> <li>• Drop ins sessions college</li> <li>• Visits to colleges during outdoor education</li> <li>• Careers Library</li> <li>• PSHE lessons linking to careers (including labour market information,</li> <li>• Assemblies – colleges, university</li> <li>• Employers’ talks</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the Month (Military and sports, Animal care, Aviation, Construction)</li> <li>• Drop-in session with Careers advisor</li> <li>• Career library</li> <li>• Visits to Middlesbrough college or Virtual</li> <li>• Apprentice week</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• PSHE lessons</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the month (Construction, Catering, Art and Design and IT)</li> <li>• Drop-in sessions with Careers advisor</li> <li>• Visit to colleges</li> <li>• Visit to University or virtual tour</li> <li>• Careers Carousel</li> </ul>
Year 8	<ul style="list-style-type: none"> <li>• Career of the Month (Sales and Retail, Hair and Beauty, NHS, Engineering )</li> <li>• Dinner time Drop ins with the colleges</li> <li>• Drop-in sessions with Careers Advisor</li> <li>• Careers Library</li> <li>• Careers fair</li> <li>• PSHE lessons linking to careers</li> <li>• Assemblies – colleges</li> <li>• Employer talks</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the Month (Military and sports, Animal care, Aviation, Construction)</li> <li>• Drop ins with careers advisor</li> <li>• Career library</li> <li>• Visits to Redcar college</li> <li>• Apprenticeship week</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• PSHE lessons</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the month (Construction, Catering, Art and Design and IT)</li> <li>• Career library</li> <li>• Drop-in sessions with Careers advisor</li> <li>• Visits to colleges</li> <li>• Careers carousel</li> <li>• Employer talks</li> <li>• PSHE lessons</li> </ul>
Year 9	<ul style="list-style-type: none"> <li>• Career of the Month (Sales and Retail, Hair and Beauty, NHS, Engineering )</li> <li>• Drop-in sessions with Career advisor</li> <li>• Careers Library</li> <li>• Careers fair</li> <li>• Visit to Art college</li> <li>• PSHE lessons linking to careers</li> <li>• Assemblies – colleges</li> <li>• Apprenticeship talks</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the Month (Military and sports, Animal care, Aviation, Construction)</li> <li>• Drop-in session with college</li> <li>• Career Library</li> <li>• Visits to Redcar college</li> <li>• Apprenticeship week</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• PSHE lessons</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the month (Construction, Catering, Art and Design and IT)</li> <li>• Drop-in session with college</li> <li>• Drop-in sessions with Careers advisor</li> <li>• Career Library</li> <li>• Visits to colleges</li> <li>• Careers Carousel</li> <li>• Employer talks</li> <li>• PSHE lessons</li> </ul>

**ALL LEARNING IS AN ARCHWAY TO SUCCESS**

<p><b>Year 10</b></p>	<ul style="list-style-type: none"> <li>• Career of the Month (Sales and Retail, Hair and Beauty, NHS, Engineering )</li> <li>• Drop-ins with a career’s advisor</li> <li>• Careers Library</li> <li>• Careers fair (Virtual)</li> <li>• PSHE lessons linking to careers</li> <li>• Assemblies – colleges</li> <li>• Apprenticeship talk</li> <li>• After-school career club</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the Month (Military and sports, Animal care, Aviation, Construction)</li> <li>• Drop-in session with Careers advisor</li> <li>• Career library</li> <li>• Visits to colleges</li> <li>• Apprentice week</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• PSHE lessons</li> <li>• CV workshop</li> <li>• Mock interviews</li> <li>• Application workshop</li> <li>• Taster sessions at Training providers</li> <li>• After-school career club</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the month (Construction, Catering, Art and Design and IT)</li> <li>• Drop-in session with Careers advisor</li> <li>• Career library</li> <li>• Visits to colleges</li> <li>• Careers Carousel</li> <li>• Employer talks</li> <li>• PSHE lessons</li> <li>• Drop-in session with Careers advisor</li> <li>• Career Library</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• After-school career club</li> </ul>
<p><b>Year 11</b></p>	<ul style="list-style-type: none"> <li>• Career of the Month (Sales and Retail, Hair and Beauty, NHS, Engineering )</li> <li>• Drop-ins with Careers advisor</li> <li>• Careers Library</li> <li>• CV workshop</li> <li>• Careers fair</li> <li>• Visit colleges</li> <li>• PSHE lessons linking to careers</li> <li>• Assemblies – colleges</li> <li>• One-to-one with a career’s advisor</li> <li>• Apprenticeship talks</li> <li>• After-school career club</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the Month (Military and sports, Animal care, Aviation, Construction)</li> <li>• Drop-in session with Careers advisor</li> <li>• Career Library</li> <li>• Visits to Middlesbrough college</li> <li>• Apprenticeship week</li> <li>• National Careers week</li> <li>• Employer talks</li> <li>• PSHE lessons</li> <li>• One-to-one with a career’s advisor</li> <li>• CV workshop</li> <li>• Mock interviews</li> <li>• Application workshop</li> <li>• Taster sessions at Trainer providers</li> <li>• After-school career club</li> </ul>	<ul style="list-style-type: none"> <li>• Career of the month (Construction, Catering, Art and Design and IT)</li> <li>• Drop-in session with Careers advisor</li> <li>• Career Library</li> <li>• Visit Middlesbrough college</li> <li>• Careers Carousel (Virtual)</li> <li>• Employer talks (Virtual)</li> <li>• PSHE lessons</li> <li>• One to one with careers advisor</li> <li>• CV workshop</li> <li>• Mock interviews</li> <li>• Application workshop</li> <li>• Job search work shops</li> <li>• Taster sessions at future placements</li> <li>• Experience of a workplace</li> <li>• After school career club</li> </ul>