

			Year 11	Selection & Recruitment Presentation	Careers Coordinator/Steve Peace	Assembly – 2 Tutor groups x 4/3	
			Year 11	Alternative Provider Assemblies	Careers Coordinator/Local colleges	Assemblies – Year Group	
			Year 11	Careers Guidance	Careers Coordinator/Complete Careers	1:1 meetings take place	
			Year 11	6 th Form Information	SLT/6 th Form Team	Assembly - year group Online prospectus/Information Parents Evening/Student ambassadors	
		Post 16	Year 12	Work Experience	Tutors/Careers Coordinator	Work Experience Visits made Student Evaluation Tutor discussions post WE	
			Year 12	Careers Guidance	Careers Coordinator/Complete Careers	1:1 meetings take place	
			Year 13	Selection & Recruitment Presentation	Careers Coordinator/Steve Peace	Assembly – Year Group	
			Year 13	Apprenticeship Presentation	Careers Coordinator/Lincoln College	Assembly – Year Group	
			Y12,13	Alternative Provider Assemblies	Careers Coordinator/Local colleges/Universities	Assemblies – Year Groups	
			Y12,13	University Visits	6 th Form Team	Visits take place	
Manage career	Pupils/students need to manage their career actively, make the most of opportunities and learn from setbacks	3	Y7,8,9	Personal Development Programme	Tutors	Student workbook completed/Tutor discussions	
			4	Year 10	Work Experience	Tutors/Careers Coordinator	Tutors/Careers Coordinator
				Year 11	Careers Guidance	Careers Coordinator/Complete Careers	1:1 meetings take place
		Post 16	Year 12	Work Experience	Tutors/Careers Coordinator	Work Experience Visits made Student Evaluations	
			Year 12	Careers Guidance	Careers Coordinator/Complete Careers	1:1 meetings take place	

Outcome	Element of learning	Key stage	When Does this happen?	Where Does this happen?	Who Makes it happen?	How Do we know this?
Create opportunities	Pupils/students need to create opportunities by being proactive and building positive relationships with others	3	Y7,8,9	Personal Development Programme	Tutors/SLT	Student Booklet Completed/Tutor discussions
		4	Year 10	Work Experience	Tutors/Careers Coordinator	Work Experience Visits made Student Evaluations
		Post 16	Year 12	Work Experience	Tutors/Careers Coordinator	Work Experience Visits made Student Evaluations
Balance life and work	Pupils/students need to balance their life as a worker and/or entrepreneur with their wellbeing, other interests and their involvement with their family and community	3	Y7,8,9	Personal Development Programme	Tutors/SLT	Student Booklet Completed/Tutor discussions
		4	Y10,11	Personal Development Programme	Tutors/SLT	Student Booklet Completed/Tutor discussions
		Post 16	Y12/13	Tutor Programme	Tutors/6 th Form Team	Student Booklet Completed/Tutor discussions
See the big picture	Pupils/students need to see the big picture by paying attention to how the economy, politics and society connect with their own life and career	3	Y7,8,9	Personal Development Programme	Tutors/SLT	Student Booklet Completed/Tutor discussions
		4	Y10,11	Personal Development Programme	Tutors/SLT	Student Booklet Completed/Tutor discussions
		Post 16	Y12/13	Tutor Programme	Tutors/6 th Form Team	Student Booklet Completed/Tutor discussions