

## **Entitlement statement**

### Careers Education and Information, Advice and Guidance

Throughout your school life you will be helped to develop your knowledge, understanding and skills about working life. This will include learning opportunities through curriculum time, parents' evenings, Business and Enterprise Days and extra curricular activities.

In KS3 you will begin to develop:

- an understanding of who you are and what matters to you as a person
- to develop interpersonal skills and confidence in your abilities
- to understand the changes that are happening in the world of work and how this will impact on you in the future
- know who you can talk to in school
- learn how to plan ahead and to set targets for future learning
- to make decisions regarding option choices in KS4
- your own portfolio of evidence

In KS4 you will:

- have the opportunity to complete a two week extended work experience placement
- to further investigate what further education/careers would be most appropriate for you
- to have support for any decisions you make about post 16 choices
- have access to information about a wide range of post 16 options
- to further develop your personal skills
- to have opportunities to develop your financial understanding and capability
- access to one to one interviews and small group work focusing on future decisions and target setting
- understand what employers are looking for in relation to qualifications and behaviour at work, and appreciate your rights as well as the employers rights
- to have an understanding of what is needed to apply for a college placement or job, including the knowledge and skills to provide the necessary paperwork and a good interview

In KS5 you will

- have access to a wide range of support to help you make an appropriate decision about post 18 education and/or employment
- support via the tutor programme to develop a good understanding about your own strengths and weaknesses and which career path would be most suitable for you
- opportunities to explore different learning environments and career opportunities
- further experience within the world of work
- access to the Connexions service for advice and guidance
- have access to a wide range of information and resources
- have support writing personal statements

