Careers Year 12 scheme of work

Gatsby Benchmarks – 1.Stable Careers programme

Intent statement – "BVGS students have a wealth of talent and ability, and with the appropriate guidance and support they should forge successful careers in the future. All students should be given the opportunity to reach their full potential, academically and professionally. The provision of an effective careers programme is an essential component in enabling students to make fully informed decisions about their future, and most importantly to motivate them in working towards achieving their goals."

Year 12's career programme is delivered during form time. Each session happens once a week on a Monday. Students are issued an exercise book and folder to evidence the work they are doing in form. Students upload evidence to UNIFROG where appropriate.

All students will have the opportunity to complete psychometric testing during form time to gather information about themselves and how this data can inform future careers.

	Lesson number	Title	Resources	CDI link
	1	Introduction to Unifrog. Usernames and passwords reset (if needs be) General overview of platform	Username - students school email address Powerpoint Folders Exercise books	Grow throughout life. Grow throughout life by learning and reflecting on yourself, your background, and your strengths.
	2	Interests quiz – how do my interests differ from year 11? Provides an opportunity for external students to become familiar with the platform if they have not previously used UNIFROG.	Powerpoint	
	4	Post-18 options	Powerpoint	Explore Possibilities Explore the full range of possibilities open to you and learn about recruitment

				processes and the culture of different workplaces.
	5	University – Is university the right route for you? If so, what university would suit you. *Alternative academic pathways discussed later*	Powerpoint	
	6	University application timeline. Preparing students for the UCAS process in advance.	Powerpoint	
	7	Apprenticeships – focus on degree apprenticeships	Powerpoint	
	8	Careers Fair Preparation	Powerpoint	Manage Career Manage your career actively, make the most of opportunities and learn from setbacks.
	9	Gap Year – Why might someone take a gap year? Exploring the advantages and diadvantages	Powerpoint	
	10	Extracurricular activities	Powerpoint	
	11	Widening participation – What can I do before my next academic pathway?	Powerpoint	
	12	Year 12 settling in and careers questionnaire	Powerpoint	

	13	Recording skills on UNIFROG	Powerpoint	
	14	Recording activities on UNIFROG	Powerpoint	
	15	Work experience – When is it and contacting employers.	Powerpoint	
	16	Careers Fair preparation – part 2	Powerpoint	
	17	Scholarships, bursaries and grants	Powerpoint	**Create opportunities Create opportunities by being proactive and building positive relationships with others.**
15/1/2023	18 *	Working in series – exploring different careers linked to subjects being studied.	Powerpoint	
22/1/2023	19	Working in series – more subjects and linked careers explored	Powerpoint	
29/1/2023	20	Working in series – more subjects and linked careers explored	Powerpoint	
5/2/2023	21	Studying abroad	Powerpoint	
12/2/2023	HALF TERM			
19/2/2023	22	Work experience	Powerpoint	
26/2/2023	23	Exploring pathways	Powerpoint	
4/3/2023	24	CVs and cover letters	Powerpoint	
11/3/2023	25	Professional networking	Powerpoint	
18/3/2023	26	Wellbeing: balancing life, learning and work.	Powerpoint	**Balance life and work Balance your life as a worker and/or entrepreneur**

				with your wellbeing, other interests and your involvement with your family and community.
25/3/2023	EASTER BREAK			
1/4/2023	EASTER BREAK			
8/4/2023	27	Exploring UCAS and UNIFROG	Powerpoint Computer room required	
15/4/2023	28	Setting career goals. What makes an employer 'good' to work for?	Powerpoint	
22/4/2023	29	MOOCs – massive online open courses	Powerpoint	
29/4/2023	UCAS EXAMS			
6/5/2024	UCAS EXAMS			
13/5/2024	Work Experience			
20/5/2024	30	Personal Statement writing, including importance for other/future applications	Computer room required	
27/5/2024	Half term			
3/6/2024	31	Personal statement writing	Computer room required	
10/6/2024	32	Work Placement Review/reflection on Unifrog		
17/6/2024	33	UCAS Form Filling in computer room/MOOCs	Computer room required.	
24/6/2024	34	UCAS Form Filling in computer room/MOOCs	Computer room required	
1/7/2024	35	Wider reading and your career	Powerpoint	
8/7/2024	36			

Key dates for tutors and students

8th of March – Careers Fair

5th of March – Post-18 Careers Education evening

First week in May – Work Experience

24th of May – First draft personal statements due in

12th of July – Feedback on personal statements