

TRINITY CATHOLIC SCHOOL

Careers Education, Information, Advice and Guidance Programme - 2021-2022

Year Group	Activity	No of Students	Date/To Be Confirmed	To be delivered by...	Gatsby Benchmark
Year 7	Employability Skills	Whole Year 7 Group	Spring/Summer Term 2022 (PSHE Session)	Barclays Life Skills/Head of Year/Careers department	1
Year 7	Finance Education – Numeracy and Understanding Banks	Whole Year 7 Group	Spring/Summer Term (PSHE Session)	Year 7 Form Tutors/Head of Year 7	1
Year 7	Kudos Careers software package – Exploring Subjects	Whole of Year 7 Group	Spring/Summer Term (PSHE Session)	Year 7 Form Tutors/Head of Year 7	1, 2, 3
Year 8	Finance Education - Money and Understanding Banks/Debts	Whole Year 8 Group	Spring/Summer Term (PSHE Session)	Year 8 Form Tutors/Head of Year 8	1
Year 8	Kudos Careers software package – Exploring Subjects	Whole of Year 8 Group	Autumn/Spring Term (PSHE Session)	Year 8 Form Tutors/Head of Year 8	1,2,3
Year 8/ Year 9	Student Progression Team - Innovative partnership between Higher Education and Year 8/9 student via mentoring and interactive sessions over a six week period.	PP students - Year 8/Year 9	TBC – Spring Term providers not willing to come into school at present.	SPT – Outreach University of Warwick/Careers Department	1,3,7
Year 9	Employability Workshop IDG: What are my skills and strengths? Can they help me get a job?	Year 9 35 Students	Waiting for date to become available from provider.	IDG (4 employers)/Careers Department	1,5,4,2

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Year 9	Exploring Careers – preparation for GCSE subject choices.	Whole Year 9 Group	Autumn/Spring Term (PSHE Session)	Year 9 Form Tutors/Head of Year 9	1
Year 9	Year 9 Options Evening Further/Higher Education/Apprenticeship pathways – information, advice and guidance.	Whole Year 9 group and Parents	Spring Term 2022 (Evening event)	Warwickshire College Group/Stratford College /Apprenticeship Providers	1, 3, 7, 8
Year 9	Work Experience Preparation - including Kudos careers software package, CV, Letter of Application preparation and placement research.	Whole Year 9 Group	Summer Term 2022 (PSHE Session)	Year 9 Form Tutors/Head of Year 9	1, 2, 4
Year 9	Why Work Experience? The process of obtaining a placements and what future employers are looking for.	Whole Year 9 Group	Summer Term 2022 (PSHE Session)	Head of Year 9	1, 3
Years 10-13	National Apprenticeship Week (February 2022)	Whole Year Group 10-13	TBC - February 2022	Warwickshire College Group (American Yellow Bus)	1, 2, 5
Year 10	Why Work Experience? The process of obtaining a placement and what future employers are looking for.	Whole Year 10 Group	Autumn Term 2021 (PSHE Session)	Head of Year 10/Form Tutors	1
Year 10	Finance Education – Barclay’s Lifeskills <ul style="list-style-type: none"> • Understanding debt • Money & work • Financial risk & security • Future 	Whole Year Group	Spring/Summer Term 2022 (PSHE Sessions)	Year 10 Form Tutors/Head of Year	1, 3

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Year 10	Work Experience Briefing – What to expect from Work Experience	Whole Year Group	Spring Term 2022 (PSHE Session)	Year 10 Form Tutors/Head of Year 10	1
Year 10	Work Experience – Student undertake their placement with local/nationwide employers.	Whole Year Group	Summer Term 20022 25 th to 29 th April 2022	Various local/nationwide employers	1,4,5,6,7
Year 10	Work Experience De-briefing – Sharing and evaluating experiences from placements.	Whole Year Group	Summer Term 2022 (PSHE Session)	Year 10 Form Tutors/Head of Year 10	1,5,6
Year 10	Presentation/Workshop by Amazing Apprenticeships	Whole Year Group	Summer Term 2022 (PSHE Sessions)	Amazing Apprenticeships	1, 3
Year 10	Impartial 1:1 Careers Guidance Student Interviews.	Selected students by Head of Year	Summer Term 2022 June/July 2022	Independent Careers Guidance Adviser	1, 8
Year 11	Sixth Form Open Evening – Post-16 Event Higher Education providers	Whole Year Group	Autumn Term 2021 3 rd November 2021 6pm-8.pm	University of Warwick/ Coventry University	
Year 11	Mock 1:1 Interviews (interview and feedback to students from employer).	Whole Year 11	Spring Term 2022	Careers Department and employers covering a wide range of business sectors.	1,3,5

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Year 11	Introduction to Apprenticeships - a presentation and workshop	Whole Year Group	Spring Term 2022 (PSHE Session)	Amazing Apprenticeships	1,2,3
Year 11	Impartial 1:1 Careers Guidance Student Interviews.	Whole Year Group	October 2021 to June 2022 (1 day per week)	Independent Careers Guidance Adviser	1,3,8
Year 11	Year 11 Mock Interview – preparation/update of CVs.	Whole Year Group	Spring Term 2022 (PSHE Session)	Year 11 Form Tutor/RSL	1, 5
Year 11	Year 11 Mock Interview – Interview Skills and Techniques.	Whole Year Group	Spring Term 2022 (PSHE Session)	Year 11 Form Tutor/RSL	1,3
Year 11	Personal Finance	Whole Year Group	Spring Term 2022 (PSHE Session)	Barclays LifeSkills/Year 11 Form Tutor/RSL	1,3
Year 12	Work Experience Preparation - including Kudos careers software package, CV, Letter of Application preparation and placement research	Whole Year group	Spring/Summer Term 2022 (PSHE Session)	Year 12 Form Tutors/RSL	1
Year 12	Work Experience – Student undertake their placement with local/nationwide employers.	Whole Year Group	Summer Term 2022	Various local/nationwide employers	1,4,5,6,7
Year 12	Work Experience De-briefing – Sharing and evaluating experiences from placements.	Whole Year Group	Summer Term 2022 (PSHE Session)	Year 12 Form Tutors/RSL	1,5,6

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Year 12/ Year 13 (EMAS)	Impartial 1:1 Careers Guidance Meetings	Whole Year Group	Summer Term 2022 (1 day per week)	Independent Careers Guidance Adviser	1,3,8
Year 12/ Year 13 (EMAS)	Employability Skills Presentation	Whole Year Group	Summer Term 2022 (PSHE Session)	External provider to be organised.	1, 3, 5
Year 12/ Year 13 (EMAS)	Learning from Labour Marketing Information .	Whole Year Group	Summer Term 2022 (PSHE Session)	RSL/Careers Department/External provider	1,2
Year 12/ Year 13 (EMAS)	Kudos Careers software package – Exploring Subjects	Whole Year Group	Summer Term 2022 (PSHE Session)	RSL/Careers Department	1, 2, 3
Year 12/ Year 13 (EMAS)	Understanding pathways to Further Education (entry requirements/ Courses/qualifications).	Whole Year Group	Summer Term 2022 (PSHE Session)	Warwickshire College Group	1,4,5,6,7
Year 12/ Year 13 (EMAS)	Introduction to Apprenticeships - a presentation and workshop.	Whole Year Group	Summer Term 2022 (PSHE Session)	Amazing Apprenticeships	1, 3
Years 11/12/13	Destination Data - Collating of information from Post 16/18 (Leavers summer 2021).	Whole Year (11/12/13)	September 2021 - January 2022	Careers Department & Prospects	1,3,8

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Year 7 to 13	Promote Careers events which are subject/ employer specific to raise student aspirations – virtual where possible.	Whole School	Autumn/Spring/Summer Terms 2021-2022	Head of Department/ Head of Year/RSL	1, 4
Year 7 to 13	Kudos – Online careers education guidance software.	Whole School	Available to all students/parents as required and to support national curriculum	Form Tutors/Head of Year/ Careers department	1,2,3,4
Year 7 to 13	Use of school social media social media accounts to circulate information on careers, work experience, apprenticeships, UCAS information, university open days, gap year employment and local college information.	All stakeholders	Daily/Weekly/Monthly	Careers Department	1
Year 7 to 13	CWLEP/CEC - COMPASS Benchmark Tool	Whole School	Completed half-termly - Compass Tool	Careers Department/ CWLEP	1
Year 7 to 13	CEIAG webpage on Trinity Catholic School website	All stakeholders	To be continually update throughout the academic year.	Careers Department	1, 2

Trinity Catholic School works in conjunction with Coventry and Warwickshire Local Enterprise Partnership.