

Frank Wise School Careers Programme

Pupils and their families are encouraged to complete the items in blue italics

All Year	Key Stage 3 (year 7 to 9)	Key Stage 4 (year 10 to 11)	Key Stage 5 (year 12 to 14)	
Throughout the School Year	OSLO available for Information, Advice and Guidance during termly review meeting times or by appointment at other times.			
	Pupils offered 1:1 meetings with the school OSLO and teaching staff regarding options if required.			
	Pupils visit / are visited by local and national post school education and training providers.			
	Pupils attend relevant careers fairs within the school day.			
	Main School PSHE Curriculum The World of Work - preparing our pupils for employment where appropriate and increasing their awareness of working life and career pathways. Pupils learn that their 'career' is their individual pathway through life and are taught relevant skills for life and work to facilitate this.		GC Curriculum Transition / careers education / making choices - Includes visits from external professionals such as the Department of Work and Pensions (DWP), advocacy groups, local businesses.	
	Work based learning - workplace visits and business visitors in school for recognisable careers eg the local Fire Station, Police, hairdresser.	Work based learning including support from the DWP for work based skills. Business visitors in school.	Work based learning - workplace visits, work experience, vocational skills (work related and work based skills), CV writing, mock interviews. Community volunteering	Enterprise activities - design of cards and gifts, selling them within school and in the local community. Planning, preparation and staffing of termly coffee morning and termly staff food delivery service.
Term	Key Stage 3	Key Stage 4	Key Stage 5	
Autumn	Annual Careers Education Information, Advice and Guidance letter sent to all families and updated on the school website.			
	<i>Pupils are encouraged to research post 16 and post 19 providers with support from their families.</i>			
	OSLO supported college visits for individual families (where required).			
	Families contacted individually by the OSLO regarding post 16 options.		OSLO to support choosing post 19 options with students and their families from year 12 onwards.	
			Year 13 - OSLO individual follow up with students with no identified post 19 destination. <i>Students without a social worker can apply to adult social care for support at 17 and a half years old with support from their families.</i>	
		<i>Year 14 - student and family make an application to post 19 provider.</i>		
	Key Stage 3	Key Stage 4	Key Stage 5	
Spring	Biennial Family Information / Transition Fair to coincide with the school's March Termly Review.			
	Biennial business question and answer event during school time.			
	OSLO supported college visits for individual families (where required).			
	<i>Year 11 - pupils and family make a formal application to post 16 provider.</i>		<i>Year 14 - student and family make a formal application to post 19 provider.</i>	
	Transition visits begin for pupils in year 11 to and from post 16 provider.		Transition visits begin for year 14 pupils to and from post 19 provider.	
		<i>Year 12 - Families encouraged to visit local post-19 colleges</i>		
	Key Stage 3	Key Stage 4	Key Stage 5	
Summer	OSLO to attend annual reviews where necessary.			
	Post 16 pathways discussed in annual reviews and individual preparing for adulthood targets agreed / monitored.		Post 19 pathways discussed in annual reviews and individual targets agreed / monitored.	
	Post 16 provider choice added to EHCP in year 10.		GC World of work skills - Planning and coordination of primary and secondary school sports day.	
			Year 13 - student identifies preferred Post 19 provider ready for their transition annual review. Local authority advised of post 19 choice via the student's EHCP.	
			Year 13 - OSLO supported college visits for individual families (where required).	
			Year 13 - OSLO individual follow up with students with no identified post 19 destination. <i>Year 13 students choose preferred post 19 provider prior to year 13 annual review.</i>	
		Transition visits for students to and from their chosen post 19 provider. <i>Year 12 - Families encouraged to visit local post-19 colleges</i>		