

School Careers Activity Calendar – Yr 7

Date	Activity	Timing	Location	Staffing	Budget	Gatsby Compliance
Term 1	Variety of parents and visitors providing details of their careers.	Tutor Assembly time	Classroom/tutor room	NJT/NJA	N/A	4, 5 (if they judge)
Term 1:2 14/11/24	Career Fair – 14/11/24	12 – 4.00pm	Sports Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers (national, international, local, public & private sector) Colleges (A Level & T Level) HE providers Training providers Independent CEIAG Advisor	£50 refreshments	2, 3, 4, 5, 7
Term 2:1 10-16 th Feb 25	National Apprenticeship Week activities (departmental and whole school)	10-16 th Feb 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 3:1	<ul style="list-style-type: none"> - What Career could I have? - Job Research - Budgeting and Money 	Personal Development	Various Rooms	HLE, JD	N/A	1, 2, 3, 4
Term 2:2 3-8 th Mar 25	National Careers Week activities (departmental and whole school)	3-8 th March 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 3:2	LHA Enterprise Fayre 2025 <ul style="list-style-type: none"> - Introduction Assembly to Enterprise Fayre from outside employer (opportunity to ask questions) - Creating an idea 	Personal Development	Various Rooms School hall	HLE, JD	N/A	2, 4, 5,

	<ul style="list-style-type: none">- Developing branding- Developing a product/idea- Preparing for the Careers Fayre- Careers Fayre 2025- Evaluating Careers Fayre 2025					
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School Careers Activity Calendar – Yr 8

Date	Activity	Timing	Location	Staffing	Budget	Gatsby Compliance
Term 1:2 14/11/24	Career Fair – 14/11/24	12 – 4.00pm	Sports Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers (national, international, local, public & private sector) Colleges (A Level & T Level) HE providers Training providers Independent CEIAG Advisor	£50 refreshments	2, 3, 4, 5, 7
Term 2:1 10-16 th Feb 25	National Apprenticeship Week activities (departmental and whole school)	10-16 th Feb 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2 3-8 th Mar 25	National Careers Week activities (departmental and whole school)	3-8 th March 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2 28/3/25	Work Experience in the workplace – Take Your Child to Work day (TYCTW) Work experience booklets- Barclays Life skills to assist	28/3/25	Workplace	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers	N/A	2, 3, 5, 6
Term 3:1	<ul style="list-style-type: none"> - Work Experience Prep - Work Experience Review - Money & Work - Employment Rights & Responsibilities - Entrepreneurial skills 	Personal Development	Various Rooms	HLE, JD, LA, RM, AFR	N/A	1, 2, 3, 4

Term 3:2	<p>LHA Enterprise Fayre 2025</p> <ul style="list-style-type: none"> - Introduction Assembly to Enterprise Fayre from outside employer (opportunity to ask questions) - Creating an idea - Developing branding - Developing a product/idea - Preparing for the Careers Fayre - Careers Fayre 2025 - Evaluating Careers Fayre 2025 	Personal Development	Various Rooms School hall	N/A	2, 4, 5,	
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School Careers Activity Calendar – Yr 9

Date	Activity	Timing	Location	Staffing	Budget	Gatsby Compliance
Term 1:2 14/11/24	Career Fair – 14/11/24	12 – 4.00pm	Sports Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers (national, international, local, public & private sector) Colleges (A Level & T Level) HE providers Training providers Independent CEIAG Advisor	£50 refreshments	2, 3, 4, 5, 7
Term 2:1	<ul style="list-style-type: none"> - Introduction to CVs - Being employable/careers - Pathways post 16 - Which Way Now Booklet 1 - Which Way Now Booklet 2 	Personal Development	Various Rooms School hall	HLE, JD, LA, RM, AFR	N/A	2, 4, 5,
Term 2:1 10-16 th Feb 25	National Apprenticeship Week activities (departmental and whole school)	10-16 th Feb 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2 3-8 th Mar 25	National Careers Week activities (departmental and whole school)	3-8 th March 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 3:2	LHA Enterprise Fayre 2025 <ul style="list-style-type: none"> - Introduction Assembly to Enterprise Fayre from outside employer (opportunity to ask questions) 	Personal Development	Various Rooms School hall	N/A	2, 4, 5,	

	<ul style="list-style-type: none"> - Creating an idea - Developing branding - Developing a product/idea - Preparing for the Careers Fayre - Careers Fayre 2025 - Evaluating Careers Fayre 2025 					
Term 3:2 25/6/25	Visit to Preston College FE/HE	All day	Preston College	Careers and College coordinator Lead & Assistant Lead for PD Tutors and Year Lead	N/A	2,3,7

School Careers Activity Calendar – Yr 10

Date	Activity	Timing	Location	Staffing	Budget	Gatsby Compliance
Term 1:2 14/11/24	Career Fair – 14/11/24	12 – 4.00pm	Sports Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers (national, international, local, public & private sector) Colleges (A Level & T Level) HE providers Training providers Independent CEIAG Advisor	£50 refreshments	2, 3, 4, 5, 7
Term 2:1 10-16 th Feb 25	National Apprenticeship Week activities (departmental and whole school)	10-16 th Feb 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2 3-8 th Mar 25	National Careers Week activities (departmental and whole school)	3-8 th March 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2	<ul style="list-style-type: none"> - Intro to WRL - CV Writing - Personal Statements - Start.Lancashire.Profile Lesson - Letter of Application 	Personal Development	Various Rooms	JD, HE, AR, LA	N/A	3, 4, 5, 7
Term 3:1	<ul style="list-style-type: none"> - Work Experience Prep - Work Experience Review - Interview Technique - Mock Interview Prep 	Personal Development	Various Rooms	JD, HE, AR, LA	N/A	3, 4, 5, 7

	- Mock Interview Evaluation					
April 24 – Dec 24	Independent Careers appointments	Tuesday	Group Meeting room	Independent CEIAG Advisor Careers and College coordinator	£3000	8
Term 3:1 23/5/25	Mock Interviews	Personal Development	School Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Wide range of Employers	£20 refreshments	5
Term 3:2	LHA Enterprise Fayre 2025 <ul style="list-style-type: none"> - Introduction Assembly to Enterprise Fayre from outside employer (opportunity to ask questions) - Creating an idea - Developing branding - Developing a product/idea - Preparing for the Careers Fayre - Careers Fayre 2025 - Evaluating Careers Fayre 2025 	Personal Development	HLE, JD	2, 4, 5,		
Term 3:2 2/7/25	Visit to Newman College FE/HE	All day	Newman	Careers and College coordinator Lead & Assistant Lead for PD Tutors Year Lead	N/A	2,3,7
Term 3:2 3/7/25	Visit to Runshaw College FE/HE (plus pre-sampler)	All day	Runshaw	Careers and College coordinator Lead & Assistant Lead for PD Tutors Year Lead	N/A	2,3,7

School Careers Activity Calendar – Yr 11

Date	Activity	Timing	Location	Staffing	Budget	Gatsby Compliance
Sep 24 – Dec 24 (plus summer term of Yr 10)	Independent Careers appointments	Tuesday	Meeting Room 2 Penketh Building	Independent CEIAG Advisor Careers and College coordinator	£3000	8
Term 1	Blackburn College 9/9/24 Runshaw College 16/9/24 Preston College 23/9/24 Hutton 6 th form 15/10/24 Myerscough 6 th form 29/10/24 Online Applications 5/11/24 Online Applications 12/11/24 Training 2000 19/11/24 Newman College tba Westholme 6 th form tba	Personal Development	School Hall	Representative from FE/Training providers Careers Leader Careers and College coordinator Lead for PD	N/A	3, 7
Term 1: 1	National Apprenticeship Service ASK Assembly tba	Assembly	School Hall	Lead for PD	N/A	3, 5
Term 1:1 07/10/24	Speed Networking	2.00-3.00pm	School Hall	Careers Leader Careers and College coordinator Lead for PD Wide range of employers	£20 refreshments	2, 3, 5
Term 1.2	College applications online 5/11/24 and 12/11/24	Personal Development	ICT Suites	Various teaching staff College staff	N/A	3, 7

Term 1:2 14/11/24	Career Fair – 14/11/24	12 – 4.00pm	Sports Hall	Careers Leader Careers and College coordinator Lead & Assistant Lead for PD Employers (national, international, local, public & private sector) Colleges (A Level & T Level) HE providers Training providers Independent CEIAG Advisor	£50 refresh ments	2, 3, 4, 5, 7
Term 2:1 25/1/24	Runshaw College Interviews Preston College Interviews tba	During day	In person	Careers and College coordinator	N/A	2, 3, 7, 8
Term 2:1 10-16 th Feb 25	National Apprenticeship Week activities (departmental and whole school)	10-16 th Feb 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7
Term 2:2 3-8 th Mar 25	National Careers Week activities (departmental and whole school)	3-8 th March 25	Various	Subject Staff, NJT, JD and HLE	N/A	2, 4, 5, 6, 7

All year groups will receive #FuturesFridays – Job of the month, as part of the Ready to Learn programme, related to skills needed for the world of work. These will link with posts on social media for parents/carers. The Academy will also produce a copy of the Beyond careers newsletter 2-3 times a year, featuring articles from current and past students.

All lessons in the Academy will feature a whole school PPT slide explaining the link between the lesson and the world of work. Activities linked to Gatsby compliance:

Gatsby 2	Gatsby 3	Gatsby 4	Gatsby 5
<ul style="list-style-type: none"> • STEM event • Access to careers website • Access to Local Market Information • Access to job profiles 	<ul style="list-style-type: none"> • Access to careers assessment • Stereotype challenging activity • Aspiration raising activity • SEN specific activity • Application support for Post-16 	<ul style="list-style-type: none"> • Employer involvement in the curriculum • Careers tutorial • Drop down day • Careers assembly • Careers in the curriculum activity • Careers lesson through PSHE 	<ul style="list-style-type: none"> • Careers fair • Employer workshop • CV workshop • Employer mentoring/ e-mentoring • Business/ enterprise games and competitions • Enterprise activity • Employer involvement in the curriculum • Mock interviews • Alumni activity
Gatsby 6	Gatsby 7	Gatsby 8	
<ul style="list-style-type: none"> • Work experience • Work shadowing • Workplace visit 	<ul style="list-style-type: none"> • Post-16 provider talks/visit • Access to Post-16 provider information • Apprenticeship event/ support • Higher education events and visits 	<ul style="list-style-type: none"> • 1-2-1 Careers Guidance • Group careers guidance • Application support for Post-16 	