

## Year 12 Programme

Date/Term	What / Resources available	Activities	CDI Framework
Year 12 Autumn Term	Provide advice during the enrolment and first weeks of teaching	Interviews with tutors using the right choice review model to check subject choices fit career aspirations	<ul style="list-style-type: none"> <li>• Self-Awareness</li> <li>• Investigating jobs and labour market information (LMI)</li> </ul>
	Students to be informed about the Careers support they can access  Resources: Student Services	Tutors to show the Student Services to students during induction/first 2 weeks of term and go through the Careers Service	<ul style="list-style-type: none"> <li>• Self-Awareness</li> <li>• Investigating jobs and labour market information (LMI)</li> </ul>
	Students to be informed about the value of work experience  Resources: Industry talks Industry visits	Work Experience coordinator to provide help and advice to students  Students will attend assemblies with professionals from different sectors to discuss the pathways to enter on their professions;  Students to visit onsite organisations to understand the type of jobs available	<ul style="list-style-type: none"> <li>• Investigating work and working life</li> <li>• Understanding business and industry</li> </ul>
	SBU6 Skills Award Programme  Resources: Unifrog	Students begin work on Identity, Values and Belonging; The award is Accredited by LSBU. The Gold Award is sponsored by Employer Partners.	<ul style="list-style-type: none"> <li>• Self-Awareness</li> <li>• Showing initiative and enterprise</li> <li>• Developing personal financial capability</li> <li>• Handling applications and selection</li> <li>• Self-determination</li> <li>• Valuing equality, diversity and inclusion</li> </ul>

	<p>Unifrog</p> <p>Resources: Unifrog</p>	<p>Students create a profile on the Unifrog platform.</p> <p>Student's profile built throughout the academic journey to evidence their career development, informing, and supporting their successful transition to future study and employment.</p>	<ul style="list-style-type: none"> <li>• Handling applications and selection</li> <li>• Self-determination</li> <li>• Understanding business and industry</li> <li>• decide what career path they want to follow</li> </ul>
Year 12 Spring Term	<p>Students to develop key employability skills</p> <p>Resources: Unifrog</p>	<p>Tutors to deliver the Unifrog programme. Unifrog is a digital careers platform modules through the tutorial programme</p>	<ul style="list-style-type: none"> <li>• Learning about safe working practices and environments</li> <li>• Preparing for employability</li> </ul>
	<p>Provide advice on applying to university</p> <p>Resources:</p>	<p>Tutors to deliver resources on the benefits of HE, how to start researching courses and the cost of going to university</p>	<ul style="list-style-type: none"> <li>• Self-determination</li> <li>• Exploring careers and career development</li> </ul>

	LSBU Outreach Team UCAS Discovery		<ul style="list-style-type: none"> <li>• Making the most of careers information, advice and guidance</li> </ul>
	Provide advice on apprenticeships, job applications and interview skills  Resources: LSBU Apprenticeship Team Lambeth Schools Careers Network Careers Fair 2025 Sixth Form Careers Advisor	The Careers team arrange a HE and Progression Fair including 1:1 workshops on CV writing, job research and interview skills. Over 50 institutions and organisations take part.	<ul style="list-style-type: none"> <li>• Self-determination</li> <li>• Exploring careers and career development</li> <li>• Valuing equality, diversity and inclusion</li> <li>• Preparing for employability</li> </ul>
	Students to be informed about attending taster days and open days  Resources: LSBU Apprenticeship Team ASK amazing apprenticeship	London taster school programme promoted, Sutton Trust, Uniq, Open Days, insight days and summer schools – UAL and York	<ul style="list-style-type: none"> <li>• Exploring careers and career development</li> <li>• Making the most of careers information, advice and guidance</li> <li>• Identifying choices and opportunities</li> </ul>
	Students to be informed about higher level apprenticeship programmes:  Resources: LSBU Apprenticeship Team	Students' research information regards to Level 4 Apprenticeships  Some organisations are: Skanska Apprenticeship Programme	<ul style="list-style-type: none"> <li>• Self-improvement as a learner</li> <li>• Understanding business and industry</li> <li>• Preparing for employability</li> <li>• Identifying choices and opportunities</li> </ul>
Year 12 Summer Term	Provide work placement and work-related learning  Provide two-week planned placement schedule on the students' Study programme  Provide Industry insight visits	The work experience coordinator organises:  Getting ready for work experience workshops:  Topics: <ul style="list-style-type: none"> <li>• Research organisations</li> <li>• Prepare a CV and Cover Letter</li> <li>• Application to placements</li> <li>• Get ready for interviews</li> </ul> Assemblies with Guest speakers from different Industries	<ul style="list-style-type: none"> <li>• Self-improvement as a learner</li> <li>• Investigating work and working life</li> <li>• Learning about safe working practices and environments</li> <li>• Understanding business and industry</li> <li>• decide what career path they want to follow</li> <li>• Development soft skills that are essential for the workplace such as</li> </ul>

			Work ethic, Communication; Organisation and resilience.
	<p>Students to receive information about the UCAS application process and writing a personal statement.</p> <p>Student to register for UCAS in June and draft their UCAS personal statement over the summer</p> <p>Resources:</p> <ul style="list-style-type: none"> <li>LSBU Outreach Team</li> <li>UCAS Discovery</li> <li>Unifrog</li> </ul>	<p>Tutors to deliver Career research: how to apply through UCAS, step by step instructions, how to write a personal statement.</p> <p>Attend the Search UK Careers and Apprenticeship Fair 2025</p>	<ul style="list-style-type: none"> <li>• Self-determination</li> <li>• Showing initiative and enterprise</li> <li>• Planning and deciding</li> </ul>

<p>Students have the opportunity to attend individual interviews about HE choices, especially early applicants Oxbridge and Medicine</p> <p>Resources: Careers Advisors LSBU Group</p>	<p>One to one interview with UCAS Careers Adviser</p>	<ul style="list-style-type: none"> <li>Exploring careers and career development</li> <li>Valuing equality, diversity and inclusion</li> </ul>
<p>Students applying to Russell Group Universities to have individual interviews to check preparation for UCAS</p>	<p>One to one interview with UCAS Careers Adviser. Attend the UK Search University and Apprenticeship Fair 2024 and research universities and apprenticeship companies</p>	<ul style="list-style-type: none"> <li>Planning and deciding</li> <li>Managing changes and transitions</li> </ul>
<p>Students to receive advice on student finance for University</p> <p>Resources: LSBU Outreach Team UCAS Discovery Unifrog</p>	<p>Careers team organises student finance assemblies hosted by LSBU.</p>	<ul style="list-style-type: none"> <li>Making the most of careers information, advice and guidance</li> <li>Developing personal financial capability</li> <li>Planning and deciding</li> </ul>
<p>Students receive advice on apprenticeships, job applications and interview skills</p> <p>Resources: Careers Advisors LSBU Group</p>	<p>Careers team arranges programme of apprenticeship preparation workshops and insights with Inspire. 1:1 information, advice and guidance is also available to assist them in completing CV's, job applications and preparing for interviews.</p>	<ul style="list-style-type: none"> <li>Understanding business and industry</li> <li>Investigating jobs and labour market information (LMI)</li> <li>Preparing for employability</li> <li>Handling applications and selection</li> <li>Managing changes and transitions</li> </ul>

## Year 13 Programme

When	What	Activities	CDI Framework
Year 13 Autumn Term	Students can access individual advice and support with their UCAS application  Resources: UCAS Discovery UCAS HUB	1:1 interviews with the UCAS Careers Adviser and help and support from their Tutor on a weekly basis	<ul style="list-style-type: none"> <li>• Self-awareness</li> <li>• Self-determination</li> </ul>
	University talks on how to choose a course, writing a personal statement and student finance	The College has close links with several Universities including Kings, UCL, Oxford, Cambridge, Queen Mary and York who provide advice sessions on the UCAS application process.	<ul style="list-style-type: none"> <li>• Exploring careers and career development</li> <li>• Making the most of careers information, advice and guidance</li> </ul>
	Oxbridge and medicine applicants are supported with their early applications to meet October deadline	Early applicants are identified and supported as a priority.	<ul style="list-style-type: none"> <li>• Showing initiative and enterprise</li> <li>• Identifying choices and opportunities</li> <li>• Handling applications and selection</li> </ul>
	Applicants applying for Russell group Universities and competitive courses should apply to UCAS by October half term.  Resources: UCAS Discovery UCAS HUB	The Careers team provide advice and support on course choice and personal statements. The UCAS deadline is 15 <sup>th</sup> January. Oxbridge and medicine applicants as well as applicants for vocational courses such as nursing, pharmacy, primary education are offered a mock interview.	<ul style="list-style-type: none"> <li>• Managing changes and transitions</li> </ul>

	<p>All other applicants are need to complete their application by the end of November</p> <p>Resource: UCAS HUB</p>	<p>Mock interviews with members of SMT.</p>	<ul style="list-style-type: none"> <li>• Preparing for employability</li> </ul>
	<p>For those not applying to University they can access individual advice on applying for apprenticeships</p> <p>Resource: LSBU Outreach Team UCAS Discovery Unifrog</p>	<p>LSBU Apprenticeship Team will deliver workshops and assemblies students in applying for apprenticeships</p>	<ul style="list-style-type: none"> <li>• Preparing for employability</li> <li>• Valuing equality, diversity and inclusion</li> <li>• Learning about safe working practices and environments</li> </ul>
	<p>Opportunities to attend employer talks, insight days and work experience</p> <p>Resource: Tutorial session about Employability skills</p>	<p>Curriculum managers organise regular employer presentations and promote volunteering and work experience opportunities</p>	<ul style="list-style-type: none"> <li>• Investigating work and working life</li> <li>• Understanding business and industry</li> </ul>
Year 13 Spring Term	UCAS Deadline 29 <sup>th</sup> January	The Careers team ensures that all applications are submitted and by the UCAS deadline	<ul style="list-style-type: none"> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>
	Applicants advised about UCAS Extra  Resources: UCAS Discovery UCAS HUB	UCAS Extra begins mid-February – students informed and offered advice	<ul style="list-style-type: none"> <li>• Managing changes and transitions</li> <li>• Identifying choices and opportunities</li> </ul>

	<p>Applicants advised about replying to their offers</p> <p>Resources: UCAS Discovery</p>	<p>Students informed by tutors and offered advice</p>	<ul style="list-style-type: none"> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>
	<p>Applicants advised about student finance</p> <p>Resources: LSBU Outreach Team UCAS Discovery UCAS HUB</p>	<p>Meetings held to inform students about applying for student finance and advice offered</p> <p>LSBU Outreach talks about Student Finance application</p>	<ul style="list-style-type: none"> <li>• Developing personal financial capability</li> </ul>
	<p>Applicants reminded to apply for student accommodation</p> <p>Resources: UCAS Discovery UCAS HUB</p>	<p>Students informed by tutors and offered advice</p>	<ul style="list-style-type: none"> <li>• Developing personal financial capability</li> </ul>
	<p>For those not applying for university they can access individual advice on applying for apprenticeships</p> <p>Resource: Careers Centre Hub LSBU Apprenticeship bulletins Unifrog</p>	<p>Students to attend Mock interviews for applying for apprenticeships</p>	<ul style="list-style-type: none"> <li>• Investigating jobs and labour market information (LMI)</li> <li>• Identifying choices and opportunities</li> <li>• Planning and deciding</li> </ul>

	<p>Students informed about apprenticeship and College Leaver schemes</p> <p>Resources:</p> <ul style="list-style-type: none"> <li>CYT Programme</li> <li>Careers Centre Hub</li> <li>Unifrog</li> </ul>	<p>Talks and presentations held at the Career Fair 2023.</p> <p>Weekly apprenticeship and college leaver bulletins available on the Careers Centre Hub</p>	<ul style="list-style-type: none"> <li>• Making the most of careers information, advice and guidance</li> </ul>
Year 13 Summer Term	<p>Students applying for apprenticeships are supported by the Careers team</p> <p>Resources:</p> <ul style="list-style-type: none"> <li>Unifrog</li> <li>CYT programme</li> </ul>	1:1 interview with Careers adviser	<ul style="list-style-type: none"> <li>• Making the most of careers information, advice and guidance</li> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>
	UCAS applicants are informed about Results day, Clearing and Adjustment	Information on what happens on Results day sent to students	<ul style="list-style-type: none"> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>
	Students receive A-Level and Vocational results	The Careers team provides a results day service to support students applying through Clearing and Adjustment	<ul style="list-style-type: none"> <li>• Making the most of careers information, advice and guidance</li> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>

## Level 2 Study Programmes

When	What	Activities	CDI Framework
Level 2 Autumn Term	Provide advice during the enrolment and first weeks of teaching	Interviews with tutors using the right choice review model to check subject choices fit career aspirations	<ul style="list-style-type: none"> <li>• Self-Awareness</li> </ul>

			<ul style="list-style-type: none"> <li>• Investigating jobs and labour market information (LMI)</li> </ul>
	SBU Sixth Skills Award	Students begin work on Identity, Values and Belonging  Work on student Mindset	<ul style="list-style-type: none"> <li>• Self-Awareness</li> <li>• Understanding business and industry</li> <li>• Valuing equality, diversity and inclusion</li> <li>• Showing initiative and enterprise</li> <li>• Developing personal financial capability</li> <li>• Handling applications and selection</li> </ul>
	Provide work placement and work-related learning for all students	Work Experience coordinator to provide help and advice to students to find their placements;  Students will attend assemblies with professionals from different sectors to discuss the pathways to enter on their professions;  Provide students 'getting ready for work experience' workshop and industry days	<ul style="list-style-type: none"> <li>• Self-improvement as a learner</li> <li>• Investigating work and working life</li> <li>• Learning about safe working practices and environments</li> <li>• Understanding business and industry</li> </ul>
Level 2 Spring Term	Curriculum Industry Days	Virtual and physical industry insight days delivered as part of curriculum intent across all vocational industry sectors	<ul style="list-style-type: none"> <li>• Showing initiative and enterprise</li> <li>• Investigating jobs and labour market information (LMI)</li> </ul>
	Students to develop key employability skills  Resources: Unifrog	Tutors to deliver the Unifrog modules through the tutorial programme	<ul style="list-style-type: none"> <li>• Preparing for employability</li> <li>• Planning and deciding</li> <li>• Developing personal financial capability</li> </ul>
	Internal / External Progression  Resources: Unifrog	Tutors undertake 1:1 progression interview discussing options for internal progression and options for external destinations	<ul style="list-style-type: none"> <li>• Identifying choices and opportunities</li> <li>• Planning and deciding</li> <li>• Handling applications and selection</li> </ul>

	<p>Internal / External Progression</p> <p>Internal progression transition weeks for those progressing onto the next stage of their study programme.</p> <p>1:1 Careers interviews for those not internally progressing</p>	<ul style="list-style-type: none"> <li>• Managing changes and transitions</li> <li>• Self-improvement as a learner</li> <li>• Making the most of careers information, advice and guidance</li> </ul>	
	<p>Students receive advice on apprenticeships, job applications and interview skills</p> <p>Resources:</p> <p>Job Centre Plus Lambeth</p> <p>Unifrog</p>	<p>Careers team arranges programme of apprenticeship preparation workshops and insights.</p> <p>1:1 information, advice and guidance is also available to assist them in completing CV's, job applications and preparing for interviews.</p>	<ul style="list-style-type: none"> <li>• Understanding business and industry</li> <li>• Investigating jobs and labour market information (LMI)</li> <li>• Preparing for employability</li> <li>• Handling applications and selection</li> <li>• Managing changes and transitions</li> </ul>

