

# Horizons Academy- Year 11 Careers Termly topic plan 2018 – 2019

\*Resources are available for each topic, if required, please request from the careers and transition

Year 11 *Teacher Delivery	Term 1 3 <sup>rd</sup> Sept- 19 <sup>th</sup> Oct 7 weeks	Term 2 5 <sup>th</sup> Nov – 19 <sup>th</sup> Dec 6 weeks 3 Days	Term 3 7 <sup>th</sup> Jan – 15 <sup>th</sup> Feb 6 weeks	Term 4 25 <sup>th</sup> Feb – 5 <sup>th</sup> April 8 weeks	Term 5 23 <sup>rd</sup> April – 24 <sup>th</sup> May 5 weeks	Term 6 5 <sup>th</sup> June – 19 <sup>th</sup> July 6 weeks 3 days
<p>Each topic needs to be completed during the term stated in the order that is stated only.</p> <p>1 x Lesson per week</p> <p>*Benchmark 1 – Stable careers programme</p>	<ul style="list-style-type: none"> <li>Previous Year recap 1x lesson</li> <li>Applying for jobs and courses – Exploration &amp; Skills required ( 6 lessons)</li> </ul>	<ul style="list-style-type: none"> <li>Applying for jobs and courses - Covering letters and application forms (6 Lessons)</li> </ul>	<ul style="list-style-type: none"> <li>Applying for jobs and courses - CV's (6 Lessons)</li> </ul>	<ul style="list-style-type: none"> <li>Applying for jobs and courses - Interview preparation (6 Lessons)</li> <li>Revision (2 Lessons)</li> </ul>	<ul style="list-style-type: none"> <li>Revision</li> <li>EXAMS</li> </ul>	<ul style="list-style-type: none"> <li>EXAMS</li> </ul>
Year 10 *Careers & Transition Delivery	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
<p>Alternative activities / interventions that may take place during career lessons</p>	<ul style="list-style-type: none"> <li>CATO 1:1 (Action Planning) *Benchmark 3 &amp; 8</li> <li>College talks *Benchmark 7</li> </ul>	<ul style="list-style-type: none"> <li>Skills London event *Benchmark 7</li> </ul>	<ul style="list-style-type: none"> <li>CATO 1:1 ( assist with applications) *Benchmark 3 &amp; 8</li> <li>CV workshop from employer / external agency *Benchmark 5 &amp; 7</li> </ul>	<ul style="list-style-type: none"> <li>NATIONAL CAREERS WEEK 4TH- 9TH MARCH</li> <li>CATO 1:1 (confirm destination / assist with apprenticeship applications) *Benchmark 3 &amp; 8</li> </ul>	<ul style="list-style-type: none"> <li>Transition / taster day with college if required *Benchmark 3 &amp; 7</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>