

Learning for Careers, Employability and Enterprise (KS3)

Progression Map – Linked to the CDI Framework

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| **Skills and Attributes** | **Outcomes** | **Year 7** | **Year 8** | **Additional Activities** |
| Self-awareness | * Realistic appraisal of skills, qualities, roles and responsibilities * Develop and maintain positive identity * Self esteem * Achieving personal wellbeing | PSHE Lessons:   * CEAIG module Oct-Nov, including skills and qualities * Life skills lessons: Random Acts of Kindness, influence of media, who to talk to | PSHE Lessons:   * CEIAG module – skills and qualities * Options awareness, through PSHE, Options Launch Evening and personal interview * Healthy lifestyles: alcohol and tobacco education * Progress File * PSHE communication lesson | Resource Companion (Buzz Test) (Yr 8)  Personal tutoring  Pupil feedback questionnaires (PSHE) |
| Self-determination | * Personal autonomy * Resilience * Motivation for personal growth and career development | PSHE:   * CEIAG lessons and booklets Oct-Nov * PSHE RAOK lessons | PSHE:   * CEAIG module – skills and qualities booklets * Buzz Test signposting potential careers | All Year 8 benefit from a Personal interview with Deputy Head re future pathways as part of Your Choices Options process |
| Self-improvement as a learner | * Positive attitude to lifelong learning * Skilled in planning, review and reflection * Challenging and overcoming any learning issues | School wide ‘WWW, EBI,Even Better If..’ policy after all assessed work in which pupils respond to comments ‘My response is’ All pupils know and use MRI | School wide ‘WWW, EBI Even Better If..’ policy after all assessed work in which pupils respond to comments ‘My response is’ All pupils know and use MRI | Bath Spa University workshops Yr 7- 9 with disadvantaged learners;  Personal Tutoring with tutor (all years) |
| Exploring careers and career development | * Expansion of learners horizons and opportunities * Understanding of careers processes * Appreciating and learning from the career experience of others | CEIAG module Oct-Nov introducing importance of looking ahead, planning, CEIAG and why it’s important   * ‘Before They Were Famous’ – what teachers did before teaching | All Year 8 introduced to CareerCompanion and Buzz Test   * CEIAG module Feb-March * Use of packages eg Buzz test * ‘Before They Were Famous’ – what teachers did before teaching | ‘Your choices’ – Solomon Theatre presentation to all of Year 8 Dec 2018 introducing CEIAG, ideas for future etc. |
| Investigating work and working life | * Understanding benefits of work * Understanding different types of work practice * What constitutes good or decent work and how to find it | CEIAG lesson 1: Andy Oldfield’s story – how is it relevant?  CEIAG lesson 2: Who do you admire? (intro Jayne)  Introduce discussion of employment to tutor group. | * CEIAG lessons 1-3; skills and qualities; researching colleges and universities and where subjects could lead. | Resource Companion  Your Choices Options process |
| Understanding business and industry | * How businesses operate * Different aspects of business * Importance of business to economy and society * Economic concepts eg supply and demand | Year 7 RE June 2019: importance of Fair Trade and NGOs  Year 7 run Fair Trade stall Oct- April;  House Days give all students to run stalls and raise money for charity, using floats etc | CEIAG lesson 1-3: skills, qualities and importance in business  House Days give all students to run stalls and raise money for charity, using floats etc | Pupils at KS3 have opportunity to run Fair Trade business for school  KS3 pupils contribute to running stalls/activities on House Day  Year 7 introduction to Fair Trade – visiting speaker June 2019 |
| Investigating jobs and labour market information (LMI) | * Understanding different occupations * Entry requirements * Job vacancies and how to access * Trends nationally and globally | CEIAG lessons: different occupations and how to get there; discussion in PSHE and tutor  ‘Before They Were Famous’ – what teachers did before teaching | * Use of Buzz test * Use of Resource Companion * Confident using friends, family and staff for advice and guidance * ‘Before They Were Famous’ – what teachers did before teaching | Resources Companion – Yrs 8&9  Your Choices Options Process |
| Valuing equality, diversity and inclusion | * Genuine commitment to equality, diversity and inclusion * Awareness of damage caused by stereotyping, discrimination and prejudice * Empowerment for all | Integral to St Joseph’s role as a Catholic comprehensive and firmly embedded across school in many lessons (eg RE, History, Geography)   * British Values Module (PSHE Jan-Feb 2016)   PSHE Lessons:   * What kind of learner do we want at sjcs? Sept * British Values April-June | Integral to St Joseph’s role as a Catholic comprehensive and firmly embedded across school in many lessons (eg RE, History, Geography)   * British Values Module (PSHE April-June ) * Skills for life module, including communication | House charity work across KS3&4 across house days, fundraising for specific charities, FairTrade team  This Girl Can events to 2018 |
| Learning about safe working practices and environments | * Health and Safety * Rights and responsibilities at work for self and others | Discussion in CEIAG lessons of what constitutes safe working environments;  Personal safety | Discussion in CEIAG lessons of what constitutes safe working environments;  Personal safety;  STEM Day Sparsholt College June 2019 – discussion with employers eg fire service, army, VR companies | Resource Companion  STEM Day Sparsholt College June 2019  Your Choices Options process |
| Making the most of careers information, advice and guidance (CEIAG) | * Ability to access and understand trusted sources of information (eg tutor, Sue Glover, home, outside agency) * ICT skills to search, review, apply online * Ability to analyse and evaluate all information offered * Confidence in accessing individualised guidance | CEIAG lessons 1 – 3  Introduction to Sue Glover, independent careers adviser | All Year 8 introduced to Careers Companion by Sue Glover at Options Launch meeting;  Meetings with Sue Glover for Options if requested, parents invited also (eg SEN/vulnerable learners)  CEIAG module and preparation for Options, use of prospectuses for college and universities  Use of packages eg Buzz test | Yr 8 Personal interview with Deputy Head, for Your Choices Options process  Careers Adviser drop-in session  Resource Companion |
| Preparing for employability | * Relevant qualifications and skills for all roles * Soft skills: teamwork, time management, personal organisation * Presenting oneself for selection eg tutor rep | These life skills are some of the key reasons for PSHE: opportunities for teamwork, time management and personal organisation all built in to programme | These life skills are some of the key reasons for PSHE: opportunities for teamwork, time management and personal organisation all built in to programme | Election process in tutor for reps, across all years |
| Showing initiative and enterprise | * Being enterprising in employment and before (eg fundraising) * Enterprise skills eg decision making, leadership etc * Enterprise qualities eg resilience, adaptability etc | Pupils are aware of importance of fund raising and duty towards others (RE, What is the kingdom of God module)  Fairtrade speaker March | Fund raising actively encouraged for KS3 pupils.  Suggestions for future lessons/modules in PSHE evaluation July 2019 | KS3 pupils contribute to running stalls/activities on House Day to raise money for chosen charity |
| Developing personal financial capability | * Functions and use of money * How to manage money and personal finances * Understanding of spending, saving and investment | Renumeration discussion as part of CEIAG Lesson 2;  ‘Before They Were Famous’ lesson includes financial discussion  Reworking of Finance Matters for Year 7 PSHE July 2019; | Renumeration discussion in CEAIG module;  ‘Before They Were Famous’ lesson includes financial discussion  Reworking of Business Matters for Year 8 PSHE July 2019 | Awareness and discussion of renumeration for jobs;  Role in House activities helps build confidence of financial management |
| Identifying choices and opportunities | * Knowledge of suitable progression pathways ad qualifications * Able to negotiate and evaluate to maximise opportunities * Networking * Adaptability | CEIAG lessons 1 – 3;  Discussion with teachers, family, friends re choices and opportunities | All Year 8 introduced to Resource Companion by Sue Glover, Jan 2019  CEIAG module Oct-Nov  Options process Oct-Feb  Use of packages eg Buzz test  STEM Day Sparsholt College June 2019 | Yr 8 Personal interview with Deputy Head, for Your Choices Options process   * Careers Advisor drop-in session |
| Planning and deciding | * Goal-setting * Action planning * Resolve issues * Review decisions | PSHE Sept – Oct:   * Setting the tone – what kind of learner do we want? What kind of learner do I want to be? * who do I want to be? | Options Process; Year 8 pupils and parents guided through process of making GCSE Option decisions Oct- Feb 2019 | ‘Your choices’ – Solomon Theatre presentation to all of Year 8 Dec 2018 introducing CEIAG, ideas for future etc. |
| Handling applications and interviews | * Understanding importance of good CV, personal statements relevant skills * Self marketing * Confidence at interview | * Tutor time: presentations to be representative * CEIAG: making a good impression | * Tutor time: presentations to be representative * CEIAG: Lessons 1&2 | Yr 8 Personal interview with Deputy Head, for Your Choices Options process |
| Managing changes and transitions | * Managing types of transition * Strategies to manage life changes | * Tutor, PSHE, RE Sept – Nov – settling in, getting to know, team building activities * Positive mental health PSGE neuro-linguistic practitioner session to be introduced Sept/Oct 2019 | * PSHE Skills for life: positive communication * Supporting KS2 learners on Taster/Induction Day | KS3 Supporting KS2 pupils on Taster/Induction Day |