

Learning for Careers, Employability and Enterprise (KS4)

Progression Map – Linked to the CDI Framework

All resources for PSHE Lessons can be found in New SR/PHSE/Year Group/Module or lesson.

Skills and Attributes	Outcomes	Year 9	Year 10	Year 11	Additional Activities
Self-awareness	<ul style="list-style-type: none"> Realistic appraisal of skills, qualities, roles and responsibilities Develop and maintain positive identity Self esteem Achieving personal wellbeing 	<ul style="list-style-type: none"> Target sheets Skills for life lessons PSHE e.g. communication Careerpilot introduction Jan–Feb 	<ul style="list-style-type: none"> Target Sheets PSHE Gambling awareness module (including knowledge of self, marshmallow test etc) Careerpilot revisited for Year 10 	<ul style="list-style-type: none"> Target Sheets Progress Files Revision Skills sessions: PSHE Oct and March <p>College and Sixth Form introduction and talk</p>	
Self-determination	<ul style="list-style-type: none"> Personal autonomy Resilience Motivation for personal growth and career development Positive about telling your own story 	<ul style="list-style-type: none"> Planning and organising entry for Chamber of Commerce ‘Our City’ competition Careerpilot Jan 2019 Target sheet PSHE Life skills lesson ‘Coping with change’ 	<ul style="list-style-type: none"> Progress Files – (C.V, letter of application) Target sheets “World Of Work” Interview Preparation, Mock Interview and feedback WEX report (July 2019) 	<ul style="list-style-type: none"> Progress Files – (C.V, applications to Sixth Form; WEX Report) Target sheet Intentions questionnaire Careers Carousel 	<p>What next? Future Choices Careers Fair – City Hall October 2018;</p> <p>Year 10 Interview Prep Day – February 2019;</p> <p>Year 10 Mock Interview Day – March 2019;</p> <p>Parent Information Session Post-16 Options Oct 2018</p>
Self-improvement as a learner	<ul style="list-style-type: none"> Positive attitude to lifelong learning Skilled in planning, review and reflection 	<p>School wide ‘WWW, EBI’ policy’ after all assessed work so pupils are guided as to how to improve work further. This ensures they</p>	<p>School wide ‘WWW, EBI’ policy after all assessed work so pupils are guided as to how to improve work further. This ensures they</p>	<ul style="list-style-type: none"> Year 11 Revision Skills sessions across all subjects; intervention sessions 	<p>Reflective practice across whole curriculum so pupils become skilled in planning, reviewing and reflecting;</p>

	<ul style="list-style-type: none"> Challenging and overcoming any learning issues 	develop self-reflection skills and deeper understanding of demands of each subject	develop self-reflection skills and deeper understanding of demands of each subject	<ul style="list-style-type: none"> Advice from colleges including S6C session <p>School wide 'WWW, EBI policy'</p>	Supported by Catholic ethos asking us to reflect on our actions; Oxbridge Raising Aspirations SWGS Nov 2018
Exploring careers and career development	<ul style="list-style-type: none"> Expansion of learners' horizons and opportunities Understanding of careers processes Appreciating and learning from the career experience of others 	<ul style="list-style-type: none"> Careerpilot 'Before They Were Famous' CEAIG lesson for all learners about what teachers did before being a teacher; includes financial discussion also Enterprise Day Year 9 March Wiltshire College; DSTL and other employers present and college course tasters 	<ul style="list-style-type: none"> 'Before They Were Famous' CEAIG lesson for all learners about what teachers did before being a teacher; includes financial discussion also WEX preparation (ongoing) and placement (summer term) "World of Work" Interview Preparation Interview and feedback Careers Companion 	<ul style="list-style-type: none"> 'Before They Were Famous' CEAIG lesson for all learners about what teachers did before being a teacher; includes financial discussion also Progress Files – (C.V, Career plan, Learning Plan, WEX Report) Destinations Data /Intentions form NEET Report 	<p>ASK Apprenticeship Workshops – Year 10 and 11 March 2019</p> <p>What next? Future Choices Careers Fair – City Hall October 2018;</p> <p>Year 10 Int Prep Day Feb 2019;</p> <p>Year 10 Mock Int Day March 2019;</p> <p>Armed Forces Day activity Year 10 June 2019</p> <p>Enterprise Day Year 9 March Wiltshire College</p> <p>Women in Engineering Day Year 10 Sparsholt visit April 2019</p>
Investigating work and working life	<ul style="list-style-type: none"> Understanding benefits of work Understanding different types of work practice What constitutes good or decent work and how to find it 	<ul style="list-style-type: none"> Careerpilot sessions in PSHE Discussions with employers STEM day Wiltshire College Approaching teachers and support staff at SJCS 	<ul style="list-style-type: none"> WEX research, preparation and application Interview and discuss career roles at Careers Fair 'Finance Matters' PSHE module 	<ul style="list-style-type: none"> Progress Files Interview and discuss career roles at Careers Fair Sixth Form and College presentations and applications 	<p>Presentations include:</p> <ul style="list-style-type: none"> Burgate Sixth Form S6C Brockenhurst College Wiltshire College Andover/Sparsholt College
Understanding business and industry	<ul style="list-style-type: none"> How businesses operate Different aspects of business Importance of business to economy and society Economic concepts e.g. supply and demand 	<ul style="list-style-type: none"> Our City project Oct–Nov 2018; starting own business in Salisbury Economic development, importance and impact in Geog 	<ul style="list-style-type: none"> 'Finance Matters' PSHE module WEX research, preparation and application Careerpilot Jan 2019 	<ul style="list-style-type: none"> Interview and discuss different roles at Careers Fair Applications to Sixth Form, college and apprenticeships 	<p>What next? Future Choices Careers Fair – City Hall October 2018;</p>

		<ul style="list-style-type: none"> Contributing to House Day and running stall for day 		<ul style="list-style-type: none"> Awareness of apprenticeships from Careers Fair and talks to pupils 	
Investigating jobs and labour market information (LMI)	<ul style="list-style-type: none"> Understanding different occupations Entry requirements Job vacancies and how to access Trends nationally and globally 	<ul style="list-style-type: none"> Careerpilot Jan 2019 'Before They Were Famous' lesson inc discussion 	<ul style="list-style-type: none"> Jobs Opportunities Board Resource Companion "World of Work" Interview Preparation, Mock Interview and feedback (outside facilitator) Work Experience Report 	<ul style="list-style-type: none"> Jobs Opportunities Board Resource Companion College/Sixth Form Presentations 	<p>What next? Future Choices Careers Fair – City Hall October 2018;</p> <p>Individual Careers Interviews with Sue Glover (all KS4 pupils to start in Yr 10 with PP learners)</p>
Valuing equality, diversity and inclusion	<ul style="list-style-type: none"> Genuine commitment to equality, diversity and inclusion Awareness of damage caused by stereotyping, discrimination and prejudice Empowerment for all 	<p>Integral to St Joseph's role as a Catholic comprehensive and firmly embedded across school in many lessons (e.g. RE, History, Geography)</p> <ul style="list-style-type: none"> British Values Module (PSHE April–May 2019: Democracy) 	<p>Integral to St Joseph's role as a Catholic comprehensive and firmly embedded across school in many lessons (e.g. RE, History, Geography)</p> <ul style="list-style-type: none"> British Values Module (PSHE April–May 2019: Mutual Respect and Tolerance) 	<p>Integral to St Joseph's role as a Catholic comprehensive and firmly embedded across school in many lessons (e.g. RE, History, Geography)</p> <p>British Values Module</p>	<p>House charity work across KS3&4 across house days, fundraising for specific charities, Fairtrade team</p>
Learning about safe working practices and environments	<ul style="list-style-type: none"> Health and Safety Rights and responsibilities at work for self and others 	<p>PSHE July 2019: Rights and Responsibilities ii: work</p>	<ul style="list-style-type: none"> Health and Safety Training October 2018 WEX June 2019 	<ul style="list-style-type: none"> Health and Safety Training October 2017 WEX June 2018 	<p>Year 10 off timetable for day for H&S sessions by qualified outside facilitators January 2019</p>
Making the most of careers information, advice and guidance (CEIAG)	<ul style="list-style-type: none"> Ability to access and understand trusted sources of information ICT skills to search, review, apply online Ability to analyse and evaluate all information offered 	<ul style="list-style-type: none"> Careerpilot Yr 9 PP trip to Bath Spa university Access to Sue Glover Careers Area 	<ul style="list-style-type: none"> WEX preparation (ongoing) and placement (summer term) "World of Work" Interview Preparation Mock Interview and feedback 	<ul style="list-style-type: none"> Progress Files – (C.V, Career plan, Learning Plan, WEX Report) Destinations Data /Intentions form 	<p>Sue Glover available all year to all KS4 pupils – book an appointment via SFE</p> <p>All PP to be seen before end of Yr 10, in prep for Yr 11;</p>

	<ul style="list-style-type: none"> Confidence in accessing individualised guidance 		<ul style="list-style-type: none"> Resource Companion 		<p>What next? Future Choices Careers Fair – City Hall October 2018; Careers Library area</p>
Preparing for employability	<ul style="list-style-type: none"> Relevant qualifications and skills for all roles Soft skills: teamwork, time management, personal organisation Attitudes e.g. business awareness, global outlook Understanding and experience of world of work inc. WEX and volunteering 	<ul style="list-style-type: none"> Target Sheets Tracking of and discussion with tutors of academic targets Use of Careerpilot in PSHE to target certain roles and discover more 	<ul style="list-style-type: none"> Target Sheets Tracking of and discussion with tutors of academic targets Resource Companion WEX Advice session Team-building strategies and opportunities (PSHE, other lessons, WEX) 'Finance Matters' PSHE modules 	<ul style="list-style-type: none"> Application support Team-building strategies and opportunities (PSHE, other lessons, WEX) Resource Companion NCS presentation to Year 11 (Jan Feb and March 2019) 	<p>Interview Prep Day Mock Interview Day Apprenticeship briefing sessions NCS presentation and workshop January; February; April 2019</p>
Showing initiative and enterprise	<ul style="list-style-type: none"> Being enterprising in employment and before (e.g. fundraising) Enterprise skills e.g. decision making, leadership etc Enterprise qualities e.g. resilience, adaptability etc 	<p>'Our City' project Oct–Nov 2018 Fundraising opportunities for:</p> <ul style="list-style-type: none"> House charity Alabare 	<p>Fundraising opportunities for:</p> <ul style="list-style-type: none"> House charity Alabare <p>Enterprise skills:</p> <ul style="list-style-type: none"> Evidenced in successful work experience 	<p>Fundraising opportunities for:</p> <ul style="list-style-type: none"> House charity Prom Year 11 <p>Enterprise skills:</p> <ul style="list-style-type: none"> Prefect – academic and sporting Leadership of Pupil Parliament 	<p>House charity work across KS3&4 across house days, fundraising for specific charities, Fairtrade team</p>
Developing personal financial capability	<ul style="list-style-type: none"> Functions and use of money How to manage money and personal finances Understanding of spending, saving and investment 	<p>PSHE module on Finance to be adapted and reworked for Year 9 Sept 2019 House charity work across KS3&4 across house days, fundraising for specific charities,</p>	<ul style="list-style-type: none"> Gambling Awareness module Oct–Dec 2019; Finance Matters PSHE module Jan–Feb 2019 Including how to manage money and personal finance; spend/save or invest activity; quiz and audit to check learning 	<ul style="list-style-type: none"> Finance Matters PSHE module Jan–Feb 2018 Including how to manage money and personal finance; spend/save or invest activity; quiz and audit to check learning 	<p>House charity work across KS3&4 across house days, fundraising for specific charities, (e.g. Alabare Salisbury Cathedral sleepover)</p>

Identifying choices and opportunities	<ul style="list-style-type: none"> • Knowledge of suitable progression pathways and qualifications • Able to negotiate and evaluate to maximise opportunities • Networking • Adaptability 	<ul style="list-style-type: none"> • Continued use of Resource Companion • Careerpilot • 'Before They Were Famous' using discussion with SJCS staff also 	<ul style="list-style-type: none"> • KS4 individual interviews with Careers Adviser • College, apprenticeship presentations Yr 10 • Interview Preparation • Mock Interview and feedback • Careers Companion 	<ul style="list-style-type: none"> • KS4 individual interviews with Careers Adviser • College, apprenticeship presentations Yr 11 • Resource Companion 	<p>Careers Fair – City Hall (Years 10 and 11 Oct 2018)</p> <p>Individual Careers Interviews with Sue Glover (all KS4 pupils to start in Yr 10 with PP learners, and all Yr 11 as many times as necessary)</p>
Planning and deciding	<ul style="list-style-type: none"> • Goal setting • Action planning • Resolve issues • Review decisions 	<ul style="list-style-type: none"> • 'Our City' competition¹ for all four action points; pupils working in tutor groups to plan projects and explain them for competition 	<ul style="list-style-type: none"> • World of work – planning and applying for WEX • Interview Prep Day • Mock Interview Day • Progress Files – • Self –audit/evaluation in lessons e.g. Art 	<ul style="list-style-type: none"> • Progress Files – (C.V, Career plan, Learning Plan, WEX Report) • Target sheet • Intentions questionnaire 	
Handling applications and interviews	<ul style="list-style-type: none"> • Understanding importance of good CV, personal statements relevant skills • Self–marketing • Confidence at interview 	<ul style="list-style-type: none"> • Tutor rep presentation and interview 	<p>"World Of Work":</p> <ul style="list-style-type: none"> • WEX application – ongoing Year 10 • Interview Prep, • Mock Interview and feedback 	<ul style="list-style-type: none"> • WEX report • Application for Sixth Form/college/ apprenticeships 	<p>Individual interview prep/ college visits with Sue Glover for all Year 11; numerous if necessary/vulnerable</p>
Managing changes and transitions	<ul style="list-style-type: none"> • Managing types of transition • Strategies to manage life changes 	<ul style="list-style-type: none"> • PSHE Life Skills lesson 'Coping with Change' March 2019 	<ul style="list-style-type: none"> • Resource Companion • Year 10 visit to Andover College 	<ul style="list-style-type: none"> • Support through application process • Resource Companion 	<p>Visits to Sixth Form, Colleges and schools; visitors from Sixth Form, colleges and apprenticeship providers</p>

¹ Run by Salisbury Chamber of Commerce and supported by local businesses