

● Year 10 / 4TH FORM

● Year 11 / 5TH FORM

● U6

● GAP YEAR/ UNI

● L6

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Module 1
Self Assessment

HOLIDAYS

CHRISTMAS TERM

HOLIDAYS

EASTER TERM

HOLIDAYS

SUMMER TERM

GCSEs

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Module 2
Exploring options

Draft Personal Statement

Module 4
Personal Statement Workshop

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Tasks pre work experience

Tasks post work experience

HOLIDAYS

SUMMER TERM

CHRISTMAS TERM

HOLIDAYS

EASTER TERM

HOLIDAYS

SUMMER TERM

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Module 5

Increase commercial awareness

Create LinkedIn Profile

Manage personal and professional brand

Interview prep and tech

Complete uni applications/ prepare for interview

Plan gap year or summer pre uni

YEAR 11 / 5TH FORM

With A' Level / IB choices and work experience in mind:

- Explore work experience opportunities: what could I do and where could I do it?
- Who's in my network?
- Complete 2 informational interviews
- Draft CV
- Apply for work experience and secure placement
- Complete tasks before, during and after work experience
- Evaluate learning preferences to achieve best GCSE results

Module 3
Personality profiling

Explore all extracurricular options

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Update CV

Explore work experience opportunities

Apply for summer work experience

Explore degrees or alternatives

Explore ways to extend learning beyond the classroom

2x informational interviews

LOWER SIXTH

With degree choices and university applications in mind:

- Continue to develop and RECORD personal interests, technical and life skills acquired through academic and extracurricular activities
- Explore all extracurricular activities available to you
- Increase independent learning outside the classroom/syllabus (attend lectures, further reading, exhibitions)
- Assess your values
- Evaluate your learning preferences to assess suitability to particular courses

UPPER SIXTH

This year your professional and academic paths should start to merge:

- Plan gap year if appropriate. If going straight to university how will you spend the summer?
- Create a LinkedIn profile and connect with any alumni or relevant professional contacts
- Increase commercial awareness via reading industry publications relevant to your studies or complete further work experience
- Practice communicating the real world relevance of your subjects to potential employers
- Develop a self-employable skill

GAP YEAR/UNI

Each year start exploring internship opportunities in January. Work experience or internships should involve a meaningful contribution to a business or organisation.

Your checklist for future years in education should include:

- Develop or learn a new skill
- Build on your professional network
- Develop your commercial awareness
- Broaden your mind