

YEAR 12

TERM 1	Employability Skills/Project Management/Leadership and Team Work/ Presentation Skills	Employer Partners
Sept.	What are 'Employability Skills'? Evaluation of students' own employability skills. Target-setting.	
Oct.	Introduction to Agile Project Management methodology	KCOM
Oct.	Business Lunch - Guest Speaker	Open
Oct. – Dec.	Agile Team Project: Students carry our research into employer partners	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Oct.	Employer Partner Experience day 1 – visits to 2 employer partners to find out about what they do/culture/career opportunities	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Nov.	Employability Skills Progress Review with Business Mentors	Business Mentors
Nov.	Business Lunch - Guest Speaker	Open
Nov. – Dec.	Entrepreneurship Project/Competition (to coincide with Global Entrepreneurship Week)	FEO
Dec.	Presentation Skills Training – Students develop a group presentation of research findings	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Dec.	Agile project presentation delivery to employer partners	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Dec.	Employer Partner Experience day 2 – visits to 2 employer partners to find out about what they do/culture/career opportunities	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Dec.	Business Lunch – Guest Speaker	Open

TERM 2	Health and Safety in the Work Place/ Project Management/Leadership and Team Work/Presentation Skills	Employer Partners
Jan.	Employability Skills Progress Review with Business Mentors	Business Mentors
Jan.	Health and Safety visits to employer partners	RB; Smith & Nephew; Spencer Group

Feb.	Employer Partner Experience day 3 – visits to 2 employer partners to find out about what they do/culture/career opportunities	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
Feb.	Business Lunch – Guest Speaker	Open
Feb.	Employability Skills Progress Review with Business Mentors	Business Mentors
March	Students develop a group H & S presentation to promote their H & S video/brochure	
April.	H & S presentation delivery to representatives from Arco	Arco
April	Employer Partner Experience day 4 – visits to 2 employer partners to find out about what they do/culture/career opportunities	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
April	Employability Skills Progress Review with Business Mentors	Business Mentors
April	Business Lunch – Guest Speaker	Open

TERM 3 Job Applications/Interview Techniques/Work Experience

Employer Partners

May	Employer Partner Experience day 2 – visits to 2 employer partners to find out about what they do/culture/career opportunities	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
May	Training on how to write an effective supporting letter/statement - Delivered by Heads of HR	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
May	Students apply for summer holiday Work Experience positions <i>Optional</i>	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
May	Business Lunch - Guest Speaker	Open
June	Employability Skills Progress Review with Business Mentors	Business Mentors
June	Training on Interview technique - Delivered by Heads of HR Mock interviews	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident

June	Interviews for work experience placements	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident
June	Careers Evening including presentations/exhibition stands	All partners
July	Business Lunch – Guest Speaker	Open
July	Employability Skills Progress Review with Business Mentors	Business Mentors
Summer Holidays	Work experience placements take place	APD; Arco; BP; C4DI; KCOM; RB; Siemens Gamesa; Sewell Group; Smith & Nephew; Spencer Group; Trident

YEAR 13

TERM 6 Job Applications/Interview Techniques/Work Experience

Employer Partners

July	Students apply for summer holiday Work Experience positions at Employer Partners – <i>Optional</i>	ARCO; BP; C4DI; RB; Smith & Nephew; Spencer Group; Siemens Gamesa; Trident
Oct.	Interviews for work experience placements	ARCO; BP; C4DI; RB; Smith & Nephew; Spencer Group; Siemens Gamesa; Trident
July/Aug.	Work experience placements take place	ARCO; BP; C4DI; RB; Smith & Nephew; Spencer Group; Siemens Gamesa; Trident

YEAR 13**TERM 6****Application process for Apprenticeships****Employer Partners**

Jan.	Founding Partners and Major Partners with naming Rights advertise vacancies for apprenticeships to start the following Sept.	APD; Arco; KCOM; RB; Siemens Gamesa; Smith & Nephew; Spencer Group
Jan.	Training on how to write an effective supporting letter/statement - Delivered by Heads of HR	APD; Arco; KCOM; RB; Siemens Gamesa; Smith & Nephew; Spencer Group
Feb.	Training on Interview technique - Delivered by Heads of HR Mock interviews	APD; Arco; KCOM; RB; Siemens Gamesa; Smith & Nephew; Spencer Group
March	Interviews take place	APD; Arco; KCOM; RB; Siemens Gamesa; Smith & Nephew; Spencer Group
March	Major Partners advertise vacancies for apprenticeships to start the following Sept.	BP; Trident
March	Training on how to write an effective supporting letter/statement - Delivered by Heads of HR	BP; Trident
March	Training on Interview technique - Delivered by Heads of HR Mock interviews	BP; Trident
April	Interviews take place	BP; Trident
May	Other employers advertise vacancies for apprenticeships to start the following Sept.	Open
June	Interviews take place	Open