

## UTC Bolton Careers Programme Calendar 2018/19

At UTC Bolton Careers Education, Information, Advice and Guidance (CEIAG) is provided throughout the year to ensure all students get supported in making important decisions and preparing for the next step in their pathway to further education, higher education, training or employment. Throughout their time at UTC Bolton students needs change and our careers and employability programme reflects this.

Linked to the 2017 Gatsby Careers Guidance Benchmarks (GCGB), the CEIAG programme meets the relevant Careers Development Institute (CDI) framework. We constantly seek feedback from staff, students, parents and employers which help shape and improve our programme.

Up-to-date, accurate and impartial careers guidance is essential.

Key Stage 4	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Ask the professionals		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Project based learning	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Life Skills	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Money Skills					✓						
Work Placements					✓					✓	
Careers and Further Education Fair					✓						
Careers Week					✓						
CV Writing			✓	✓	✓						
Mock Interviews					✓	✓					
Apprenticeship Introduction			✓								
Searching for an Apprentice				✓							
Pathway Interviews	✓	✓									
Careers Advice Drop In	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Careers Advice (Bookable Sessions)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Key Stage 5	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Ask the professionals		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Project based learning/ Enrichment	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Work Placements		✓								✓	
UCAS Application Sessions	✓	✓								✓	✓
Effective Personal Statement	✓								✓	✓	✓
Personal Statement One to One	✓	✓	✓	✓	✓						
UCAS Application Checking	✓	✓	✓	✓	✓						
Mock Interviews				✓	✓	✓	✓				
Introduction to UCAS Track				✓							
Student Finance Presentation						✓	✓	✓			
UCAS Convention			✓								
Apprenticeship Introduction		✓	✓	✓							
Searching for an Apprenticeship		✓	✓	✓							
Careers Advice Drop In	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Careers Advice (Bookable Sessions)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

