## **Work Experience**

This opportunity is given to all Year 10 and Year 12 students for one week. This helps students to see the world of work and develop their employability skills. This is a fantastic experience which helps young people in numerous ways and is invaluable when filling out applications for further education and/or employment.

#### **UCAS Progress and UCAS**

UCAS Progress starts in November for Year 11 students and is the application process for Post-16 education, including A Levels at Wigston College. The UCAS process starts in July of Year 12 to apply for university or higher level apprenticeships.

#### **Business Encounters**

Working with our partners we bring businesses and students together. All students in Year 11 have a mock interview with a member of the local business community and receive feedback on how to develop their skills for the future. Other events include; enterprise activity events, a careers networking event for Year 13 and Year 12 employability workshop.

#### **Careers Advice**

At Wigston Academies Trust we have a comprehensive package of support available to help students find their right career pathway.

Our full-time Student Guidance Officer provides support with personal development and careers advice. We also have links with a number of external organisations that support us to set up Work Experience placements, and help facilitate other encounters with local businesses.

# **Careers Forum at Wigston College**

Every year Wigston College holds an event where local employers, FE colleges, training providers, universities, military and apprenticeship providers are invited. Students get the opportunity to ask questions and find out about further education, apprenticeships and possible future careers.

# **Apprenticeships**

An apprenticeship is a real job with training, providing an opportunity to gain a recognised qualification whilst earning a real salary. Apprenticeships are available to anyone aged over 16 and not currently in full time education. They are available from Level 2 (GCSE level) up to Level 7 (Masters Degree level) in a wide range of occupational areas.

Apprentices develop skills within the workplace, supported by a College, Training Provider or University. At the end of an apprenticeship programme the young person will have both qualifications and experience, and in most cases they are retained by the employer. Often they will have the opportunity to progress to higher qualifications and further their career.

# Wigston Academies Trust



# Career, Enterprise, Information Advice and Guidance (CEIAG)



Caroline Martin
Student Guidance Officer

Natasha Davies Assistant Principal

Rachel Meider Administrator Wigston Academies Trust provides comprehensive Career, Enterprise, Information, Advice and Guidance (CEIAG) programme. You can expect to receive the following:

# Year 7

- Introducing Careers What does that mean for me?
- An introduction to different sectors and occupations
- Information about a range of career pathways
- Increase knowledge of different jobs and job roles
- A range of Enterprise activities to develop employability skills

# Year 8

- Focused events to support subject choices when identifying options at end of Year 9
- Developing ideas to make careers a reality
- Understanding of transferable employability skills
- Enterprise activities with local businesses

## Year 9

- Support with subject choices for GCSEs
- Self-assessments use of online tool to increase awareness of the range of opportunities available
- Develop transferable employability skills
- Consideration of 6<sup>th</sup> Form, Further Education and Apprenticeships Pathways for Post 16.
- Work shadowing to experience the world of work

# Year 10

- Work Experience
- Careers trips, including The World Skills Show at the NEC
- Producing a CV linked to career aspirations
- Develop Interview skills
- Increased awareness of options at the end of Year 11

# Year 11

- Attend a range of Careers Events and Trips
- An introduction to and use of UCAS Progress (The application process for all post 16 pathways)
- Apprenticeship support
- Practice interviews with local employers
- Developing employability skills

#### Year 12

- UCAS (Application process for Universities & Higher level apprenticeships)
- Work Experience
- Increase apprenticeship understanding application support
- Developing employability skills through exposure to local businesses

#### Year 13

- Continued support with UCAS applications for University and also Higher Apprenticeships
- If university isn't for you, understand different opportunities available and support with employability skills development
- Careers trips and events
- Careers networking with a range of local and national businesses
- Working with a range of local employers to identify skills required for interviews and a range of different careers

If you would like any more information or to book an appointment with the Student Guidance Officer, the email address is below or students can speak to their tutor.

# Email:

Caroline Martin, Student Guidance Officer

Natasha Davies, Assistant Principal

Rachel Meider, Careers Administrator

Caroline Martin, Student Guidance Officer

Caractin@wigstonmat.org

ndavies@wigstonmat.org

rmeider@wigstonmat.org

Website: http://careers-enterprise.wigstonmat.org/

## **Local businesses and employers**

If you would like to get involved and support the students in developing employability skills please contact either Caroline Martin or Natasha Davies for more information.

You can also submit your interest on our website: http://wigstonmat.org/CEIAG-homepage/business-community