Careers & Employability Development Plan

On Track West Yarner: September 2026 – July 2027

> **Overview:** This comprehensive Careers & Employability Development Plan outlines the strategic timeline from Year 9 to Year 11 alongside the progressive Careers Education Programme for Year 7 to year 11 at On Track West Yarner

1. Careers Plan Timeline (Year 9 – Year 11)

• Year 9

Careers Planning Started: Introduce students to careers guidance.

Careers Lead Meetings: Meet with all students individually.

Explore Options: Discuss courses, pathways, and potential visits.

Parent/Carer Meetings: Identify preferred pathway and discuss support.

Subject Choices: Decide subjects for Year 10; outline qualifications needed.

EHCP Review: Record decisions and career interests in the EHCP.

• Year 10

Repeat Year 9 Process: For any new starters or students needing updates.

Check-in Meetings: Touch base with students and parents/carers.

Pathway Review: Confirm or adjust chosen career/educational pathways.

Prepare for Year 11: Share plans and expectations for next steps.

• Year 11

EHCP Review: Share chosen setting and preferred course.

Applications: Complete college/sixth form/employment applications.

Visits & Interviews: Arrange visits to potential settings and support interviews.

Transition Plan: Develop a plan for the next steps post-Year 11.

Planning: If staying on, create a plan for completing qualifications and preparing for final destinations.

2. Careers Education Programme (Year 7 – Year 11)

Our careers programme supports students at every stage of their journey, gradually building awareness, aspiration, and practical employability skills.

Year Group & Term	Term Focus & Key Activities
Year 7 – Introduction to Careers	
Autumn	• Introduce the concept of careers and the world of work • Develop self-awareness of skills and interests
Spring	• Raise aspirations and challenge stereotypes • Introduce Labour Market Information (LMI)
Summer	• Build teamwork and workplace skills • Employer encounters • Whole-school engagement
Year 8 – Exploring Career Pathways	
Autumn	• Deepen understanding of job sectors • Refresh self-awareness
Spring	• Explore aspirations • Understand job skills and workplace expectations
Summer	• Link curriculum to careers • Real-world exposure • Engagement & competition
Year 9 – GCSE Options & Career Direction	
Autumn	• Support GCSE option choices • Understand qualification routes
Spring	• Develop self-awareness • Access personalised guidance
Summer	• Connect subjects to careers • Employer engagement • Access reliable information
Year 10 – Preparing for Post-16	
Autumn	• Explore post-16 pathways • Career research
Spring	• Understand future skills • Develop employability skills

	• Interview preparation
Summer	• Employer encounters • Workplace readiness • Family engagement
Year 11 – Applications & Transition	
Autumn	• Secure next steps • Explore Post-16 options • Provider engagement
Spring	• Application preparation • Employability skills • Financial literacy
Summer	• Apprenticeship preparation • Exam & wellbeing support • Transition planning