



Careers Education Calendar 2020/2021 (Virtual)

FE Learners

CAREERS EVENT	Target Audience?	July	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
POD Inductions for New Learners	All		*	*								
UCAS System – RPC workshops for those applying to University for this cycle	L3 Y2 Learners			*								
Progression to HE Week - Provider Presentations for: University Life How to Write an Effective Personal Statement Student Finance for University Interview Techniques for University Progression to HE Fair	L3 Y2 Learners L3 Y2 Learners L3 Y2 Learners L3 Y2 Learners All Learners			*								
Practice Interviews for University – Provider Interviews	L3 Y2 Learners					*						
Student Finance England: Provider Roadshow	L3 Y2 Learners			*								
Student Finance Apply – Provider Presentations	L3 Y2 Learners						*	*				
Student Finance Apply – RPC Workshops	L3 Y2 Learners							*	*			
Student Finance Apply – Provider Presentations for Parents	L3 Y2 Learners									*		
Late Application for HE Drop-In – RPCs & Providers	L3 Y2 Learners		*	*								
Practice Interviews for Employability – Provider/Internal input	FE Learners							*	*			
Academic Taster Sessions – Provider Guest Speakers	L2 & L3 Y1 Learners									*		
Careers & Wellbeing Fair: - Provider Presentations for: Introduction to Higher Education How to Write an Effective Personal Statement	L3 Y1 Learners L3 Y1 Learners									*		

University Life	L3 Y1 Learners												
Why Apprenticeships?	All Learners												
Hints & Tips on Effective Job Applications/CVs	All Learners												
Chat & Snack					*						*	*	*
UCAS Deadline	L3 Yr2 learners					*	*						

N.B – Due to Covid19 we are trying to adapt all Careers activities to virtual events where possible.

- Daily drop-in sessions for Information, Advice & Guidance
- In depth careers guidance interviews by appointment
- Next Steps Interviews for those Learners who are to be Withdrawn and Early Leavers
- Interventions with At Risk Learners
- Pre-entry guidance for applicants at Open Evenings & Interview Evenings
- Respond to the Careers emails & online UCAS requests
- Set up, monitor and oversee the UCAS system for HE applications
- Update Careers posters around the College
- Design, produce and update relevant Career Resources
- Record Student Interventions for Careers on ProMonitor
- Attend fortnightly meeting for At Risk Learners with the SPCs
- Ongoing drop-in CV advice for Learners
- Create welcome video for Learners 'Introduction to the POD'
- Coordinate Careers related activities & Event for whole College