

Careers Advice, Employability and Progression

During the academic year, Itchen organises many careers / Next steps events. For a two-year, Level 3 student (A level / BTEC / CTEC), the programme would be as follows:

Pre-entry The student's 'next steps' plans are considered when they receive advice and guidance during the initial Itchen Interview prior to enrolment. The Welcome Event timetable is planned with career aims in mind.

At enrolment Careers advice is available to students during the enrolment period. Again, 'next-steps' plans are considered when the programme of study is finalised. Advice and guidance is provided by course specialists and decisions are checked to ensure that decisions do not conflict with career aspirations.

During Term 1 Tutorial programme includes sessions on VESPA and 'Vision', Introduction to Work Experience and Next Steps 1

During Term 2 Tutorial Programme continues, with sessions on Next Steps 2, Next Steps 3 and Apprenticeships

The annual Careers / HE Week takes place in early February, and includes presentations from a huge range of universities, employers and organisations. This well-established and comprehensive event is embedded in curriculum areas through course-based delivery of sessions. Each presentation is hosted by a relevant curriculum area, and a very flexible arrangement during the week enables interested students to join the host teaching- group for the presentation. The class-based presentations are supported by informal drop-in stalls in the College Centre accessible to all students. The careers programme is based around individual needs, and we make every effort to be as responsive as possible.

During Term 3 The focus of the tutorial programme shifts to Higher Education and Work Experience. The Higher Education sessions are supported by an HE Information Evening in early May, designed for year 1 students and their parents. All students are encouraged to register for UCAS Apply in mid-June, and are encouraged to work on their applications and their Personal Statement. The year finishes in early July with a Work Experience Week. All year 1 students who have not already completed a week's Work Experience are required to complete a placement during this week.

During Term 4 Second year students return to college in September and are supported in the completion of their UCAS applications and their Personal Statements. The year 2 tutorial sessions are focussed on HE applications, with an internal deadline of late September for applications for Oxbridge, medicine, veterinary science and dentistry. The internal deadlines for Personal Statements is mid-October. The internal deadline for applications for all other subjects is late November. Heads of Faculty are able to provide students with expert guidance on Personal Statements, and the tutor will check and approve the application.

During Term 5 Year 2 tutorial sessions now focus on those students who have decided not to apply for university. Second year students have another opportunity to make full use of the annual Careers / HE Week in early February. There is a focus on apprenticeships in late February, with drop-in sessions and stalls in the College Centre. Students are supported in CV writing and are helped with job applications. UCAS applicants are

guided through the student finance application process, and an HE Finance Evening is held in late March for year 2 students and their parents.

Throughout the Year

Careers advice is available to all students (and their parents if necessary) throughout the year. We have a specialist and impartial careers adviser based in Student Services. She is supported by a Guidance and Support Manager who specialises in Higher Education, and we also have a dedicated Work Experience Coordinator, a Next Steps Mentor and a Progression Mentor (all based in Student Services). We take every opportunity to link curriculum learning to careers, so that students become aware of where their courses and their qualifications could take them. Faculty areas promote the importance of maths and English as a key expectation from employers and deliver a 'Where can this course lead you?' PowerPoint presentation to highlight how their subjects can help learners gain entry to a wide range of occupations.