



KESTEVEN AND SLEAFORD HIGH SCHOOL

PSHE Scheme of Learning

10.2: Careers – Living in the Wider World

Intent – Rationale

This unit fits within the *Living in the Wider World* theme. This short series of lessons will enable students to further develop their knowledge of key areas within careers education, such as how to write a CV and cover letter; how to prepare for interviews; how to understand the labour market, and our employment rights.

Within this unit of work students will be taught how to explore their future career options.

The topic will allow for positive whole class discussions and IT-based research into their own interests and skills.

| Sequencing – what prior learning does this topic build upon? | Sequencing – what subsequent learning does this topic feed into? | | |
|---|--|--|--|
| <ul style="list-style-type: none"> 7.3 in PSHE 8.2 in PSHE 'Experience the world of work' day in year 9 | <ul style="list-style-type: none"> Post-16 options Careers day in year 11 Work experience placements in KS5 | | |
| What are the links with other subjects in the curriculum? | What are the links to SMSC, British Values and Careers? | | |
| <ul style="list-style-type: none"> Personal development – knowing themselves and their skill sets, growth mindset IT – research skills Geography – location of future jobs, the job market | <ul style="list-style-type: none"> SP (L1, L2, L3) M (L3) SO (L1; L2, L3) | <ul style="list-style-type: none"> BV2 BV4 | <ul style="list-style-type: none"> GB all |
| What are the opportunities for developing literacy skills and developing learner confidence and enjoyment in reading? | What are the opportunities for developing mathematical skills? | | |
| <ul style="list-style-type: none"> Possibility to share age-appropriate articles from the media | <ul style="list-style-type: none"> Use of statistics when looking at the job market | | |

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Intent – Concepts

| What knowledge will students gain and what skills will they develop as a consequence of this topic? | |
|---|--|
| <p style="text-align: center;"><u>Know</u></p> <ul style="list-style-type: none"> • How to write a CV • How to write a cover letter / job application • How to conduct ourselves in the workplace <ul style="list-style-type: none"> • What our employment rights are • How to make informed choices post-16 <p style="text-align: center;"><u>Apply</u></p> <ul style="list-style-type: none"> • Students will be able to apply for part time jobs if they wish • Students will be able to evaluate the different career opportunities according to their skill sets • Students will be able to describe the different advantages / disadvantages of certain careers, thinking specifically about the current labour market <p style="text-align: center;"><u>Extend</u></p> <ul style="list-style-type: none"> • Develop a unique plan to work towards their personal post-16 and career goals | |
| What subject specific language will be used and developed in this topic? | What opportunities are available for assessing the progress of students? |
| <ul style="list-style-type: none"> • Career • Job • Competency • Skills • Digital literacy | <ul style="list-style-type: none"> • Each lesson typically begins with a baseline assessment that is then returned to during the lesson which allows misconceptions to be identified and addressed. |



Intent – Concepts

| Lesson title | Learning challenge | Higher level challenge | Suggested activities and resources |
|--|--|---|------------------------------------|
| 10.2.5 – CV and Cover Letters | To know the purpose of a CV and cover letter | To be able to evaluate CV and cover letters and be able to pick out a more successful one | Lesson 10.2.5 on Staff Drive |
| 10.2.6 – Basics of Interviews | To know how to prepare for an interview | To be able to confidently practise taking part in an interview | Lesson 10.2.6 on Staff Drive |
| 10.2.7 – Post-16 and Labour Market Information | To know and understand the current labour market | To be able to apply this knowledge to our own situations, and make informed decisions about post-16 | Lesson 10.2.7 on Staff Drive |
| 10.2.8 – Employment Rights | To know our employment rights | To be able to identify an infringement of employment rights, and understand how to deal with this | Lesson 10.2.8 on Staff Drive |