# Holmleigh Park Careers News Letter

## **Overview**

At Holmleigh Park we start looking at a student's future as early as year7. Exploration of career opportunities at an early stage is very important. Students have careers lessons once a fortnight and we start to look at the skill and competencies that will be required in the World of Work. The Work place will be very different in 10 years' time and we want to ensure our students have the best careers information and guidance to ensure they succeed in a career of their choice.

Each year our first lesson is based around STOICISM. We revisit this on a regular basis as it underpins Holmleigh Park's Values.

Three area covered are:

- Mastering your own mind
- Mastering adversity (things which are challenging)
- Mastering Practice (getting into good habits)

As students master these we'll have the best chance of living happy and successful lives.

At the end of each lessons there is a reflection task for students to complete based around, Work Hard, Be Kind, Take Responsibility our school values.

Running through our careers programme are the British values. Democracy, Rule of Law, Tolerance of different Cultures & Religions, Mutual Respect, Individual Respect

Any questions please email <a href="mailto:careers@hphigh.co.uk">careers@hphigh.co.uk</a>

Regards Mr Lockett Careers Lead







# <u>Year 7 Term 1</u>

Already completed so have a discussion with your child on how they got on?

Topic = Work related competency = Teamwork Skills

- Where do you use teamwork at Home, School and Work?
- Examples of Good and Bad Teamwork?
- How do I engage in teamwork?

Topic = Independent Study = Revision Skills

- How to create flashcards for effective revision.
- How to use your knowledge organiser to embed understanding

Topic = Work related competency = Presentation Skills

- Where would you use presenting skills at Home, School and Work?
- Examples of Good and Bad presentation?
- Students prepared a one-minute presentation on a topic, hobby or book which was presented to a peer or the class.

## <u>Term 7 Term 2</u>

What is coming up this term?

Topic = Independent Study = Revision Skills

- How to create flashcards for effective revision.
- How to use your knowledge organiser to embed understanding

Topic = Work related Competencies = Employability soft skills.

- Can you list work related skills/competencies?
- What are hard and soft employability skills?

Topic = Work related competencies = Balloon debate.

- Group activity using presenting and teamwork skills.
- Seven characters are travelling in an Air balloon.
- Ask your child what happened what did they decide?

# <u>Term 8 Term 1</u>

Already completed so have a discussion with your child on how they got on?

Topic = Work related competency = Independence Skills

- What is Independence?
- How can I demonstrate Independence?

Topic = Work related competency = Resilience Skills

- What is resilience?
- How can I demonstrate resilience?

#### Topic = Independent Study = Revision Skills

- How to use Trigger Words for effective revision.
- How to use your knowledge organiser to embed understanding

## Term 8 Term 2

What is coming up this term?

Topic = Work related competency = Leadership Skills

- What does leadership mean?
- What are the different types of leadership?
- Authoritarian, Democratic Paternalistic, Laissez-Faire (leaving things alone)

Topic = Work related competency = Stereotyping and Microaggressions.

- What is prejudice?
- What is stereotyping?
- What is Prejudice

#### Topic = Work related competency = Great Leadership Skills

- Name 2 different leadership styles?
- List Great leaders in history?
- Who are the leaders in your life?

# <u>Term 9 Term 1</u>

Already completed so have a discussion with your child on how they got on?

Topic = Life Enrichment Skills = Duke of Edinburgh Award Scheme.

- What is D of E?
- How can I take part in D of E?

Topic = Life Enrichment Skills = GROWS.

- What is GROWS?
- How can I take part in GROWS activities?
- GROWS website.

Topic = Independent Study = Revision Skills

- How to use Mind Mapping for effective revision.
- How to use your knowledge organiser to embed understanding

# <u>Term 9 Term 2</u>

What is coming up this term?

Topic = Life Enrichment Skills = GROWS, "Why Go"

- GROWS live lesson talking through University?
- GROWS exploring University life?
- GROWS website.

Topic = Work related competency = Volunteering

- What is volunteering?
- What are the benefits of being a volunteer?
- Hard and soft skill that are required when volunteering?

Topic = Work related competency = Maximising your Potential

- What makes a good CV?
- How do I achieve my potential?
- Creating a revision time table to achieve my potential?

#### <u>Term 10 Term 1</u>

Already completed so have a discussion with your child on how they got on?

Topic = Life Enrichment Skills = Work Experience.

- How do I contact employers for a work placement?
- What should I include in my application?
- Good and bad applications.

Topic = Life Enrichment Skills = What is next for me?

- What is College? What is Sixth form?
- What do I think would be the best choice for me?
- Diamond 9 shortlist, place in order of importance to me.

#### Topic = Independent Study = Revision Skills

- How do I get motivated for effective revision?
- Revision and my good and bad habits?
- How can I improve?

## Term 10 Term 2

What is coming up this term?

Topic = Life Enrichment Skills = What is next for me?

- What is University like?
- The BIG debate, is it for ME?
- Does my future career require a degree?

Topic = Life Enrichment Skills = Work Experience.

- How to write a covering letter?
- Covering letter check list?
- How do I ensure my application stands out from the crowd?

#### Topic = Life Enrichment Skills = Work Experience.

- How can I prepare for work experience?
- What not to do on an interview or work experience?
- How do I ensure my work experience goes well?