 **Careers, Employability and Enterprise Audit against the CDI Framework**

**KS2, KS3, KS4 & Post 16**

**(Please enlarge to A3 when looking to complete and highlight the key stage)**

**KEY STAGE 2 □**

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| **Developing yourself through careers, employability and enterprise education** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Pastoral activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Self-awareness (1) | Describe what you are like, what you are good at and what you enjoy doing | **3** |  |  |  |  |
| Self-determination  (2) | Explain how to get what you want | **3** |  |  |  |  |
| Self-improvement as a learner  (3) | Identify what you like about learning from careers, employability and enterprise activities and experiences | **3** |  |  |  |  |

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| **Learning about careers and the world of work** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Pastoral activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Exploring careers and career development  (4) | Give examples of what it means to have a career | **2** |  |  |  |  |
| Investigating work and working life  (5) | Give examples of what people like and dislike about the work they do | **2** |  |  |  |  |
| Understanding business and industry  (6) | Describe a local business, how it is run and the products and/or services it provides | **5** |  |  |  |  |
| Investigating jobs and labour market information (LMI)  (7) | Describe the main types of employment in your area: past, present and emerging | **5** |  |  |  |  |
| Valuing equality, diversity and inclusion  (8) | Recognise the harm caused by stereotyping and discrimination and the importance of treating people fairly | **3** |  |  |  |  |
| Learning about safe working practices and environments  (9) | Be aware of how to keep yourself safe and well when you are learning and playing | **4** |  |  |  |  |

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| **Developing your career management and employability skills** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Pastoral activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Making the most of careers information, advice and guidance (CEIAG)  (10) | Be aware of where to get impartial information and support when you need it and how to make good use of it | **2** |  |  |  |  |
| Preparing for employability  (11) | Identify key qualities and skills that employers are looking for | **4,5,6** |  |  |  |  |
| Showing initiative and enterprise  (12) | Show that you can use your initiative and be enterprising | **4,5,6** |  |  |  |  |
| Developing personal financial capability  (13) | Show that you can make considered decisions about saving, spending and giving | **3** |  |  |  |  |
| Identifying choices and opportunities  (14) | Be able to compare information about the secondary education choices open to you | **2** |  |  |  |  |
| Planning and deciding  (15) | Know how to make plans and decisions carefully | **3** |  |  |  |  |
| Handling applications and interviews  (16) | Know how to make a good impression on other people | **3** |  |  |  |  |
| Managing changes and transitions  (17) | Identify ways of making successful transitions such as the move from primary to secondary school | **7** |  |  |  |  |

 **Careers, Employability and Enterprise Audit against the CDI Framework**

**(Please enlarge to A3 when looking to complete and highlight the key stage) KEY STAGE 3 □**

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| **Developing yourself through careers, employability and enterprise education** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Self-awareness (1) | Describe yourself, your strengths and preferences | **3** |  |  |  |  |
| Self-determination  (2) | Be able to focus on the positive aspects of your wellbeing, progress and achievements | **3** |  |  |  |  |
| Self-improvement as a learner  (3) | Explain how you are benefitting as a learner from careers, employability and enterprise activities and experiences | **3** |  |  |  |  |

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| **Learning about careers and the world of work** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Exploring careers and career development  (4) | Describe different explanations of what careers are and how they can be developed | **2** |  |  |  |  |
| Investigating work and working life  (5) | Give examples of different kinds of work and why people’s satisfaction with their working lives can change | **2** |  |  |  |  |
| Understanding business and industry  (6) | Give examples of different business organisational structure | **5** |  |  |  |  |
| Investigating jobs and labour market information (LMI)  (7) | Be aware of what labour market information (LMI) is and how it can be useful to you | **5** |  |  |  |  |
| Valuing equality, diversity and inclusion  (8) | Identify how to stand up to stereotyping and discrimination that is damaging to you and those around you | **3** |  |  |  |  |
| Learning about safe working practices and environments  (9) | Be aware of the laws and bye-laws relating to young people’s permitted hours and types of employment; and know how to minimise health and safety risks to you and those around you | **4** |  |  |  |  |

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| **Developing your career management and employability skills** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Making the most of careers information, advice and guidance (CEIAG)  (10) | Identify your personal networks of support, including how to access and make the most of impartial face-to-face and digital careers information, advice and guidance service | **2** |  |  |  |  |
| Preparing for employability  (11) | Recognise the qualities and skills you have demonstrated both in and out of school that will help to make you employable | **4,5,6** |  |  |  |  |
| Showing initiative and enterprise  (12) | Recognise when you are using qualities and skills that entrepreneurs demonstrate | **4,5,6** |  |  |  |  |
| Developing personal financial capability  (13) | Show that you can manage a personal budget and contribute to household and school budgets | **3** |  |  |  |  |
| Identifying choices and opportunities  (14) | Know how to identify and systematically explore the options open to you at a decision point | **2** |  |  |  |  |
| Planning and deciding  (15) | Know how to make plans and decisions carefully including negotiating with those who can help you get the qualifications, skills and experience you need | **3** |  |  |  |  |
| Handling applications and interviews  (16) | Know how to prepare and present yourself well when going through a selection process | **3** |  |  |  |  |
| Managing changes and transitions  (17) | Show that you can be positive, flexible and well-prepared at transition points in your life | **7** |  |  |  |  |

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**(Please enlarge to A3 when looking to complete and highlight the key stage) KEY STAGE 4 □**

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| **Developing yourself through careers, employability and enterprise education** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Self-awareness (1) | Recognise how you are changing, what you have to offer and what’s important to you | **3** |  |  |  |  |
| Self-determination  (2) | Explain how you manage your wellbeing, progress and achievements through telling your story in a positive way | **3** |  |  |  |  |
| Self-improvement as a learner  (3) | Review and reflect upon how you are benefitting as a learner from careers, employability and enterprise activities and experiences | **3** |  |  |  |  |

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| **Learning about careers and the world of work** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Exploring careers and career development  (4) | Discuss the skills involved in managing your own career | **2** |  |  |  |  |
| Investigating work and working life  (5) | Explain how work and working life is changing and how this may impact on your own and other people’s career satisfaction | **2** |  |  |  |  |
| Understanding business and industry  (6) | Explain different types of business organisational structures, how they operate and how they measure success | **5** |  |  |  |  |
| Investigating jobs and labour market information (LMI)  (7) | Be able to find relevant labour market information (LMI) and know how to use it in your career planning | **5** |  |  |  |  |
| Valuing equality, diversity and inclusion  (8) | Recognise and challenge stereotyping, discrimination and other barriers to equality, diversity and inclusion and know your rights and responsibilities in relation to these issue | **3** |  |  |  |  |
| Learning about safe working practices and environments  (9) | Be aware of your responsibilities and rights as a student, trainee or employee for staying healthy and following safe working practices | **4** |  |  |  |  |

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| **Developing your career management and employability skills** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Making the most of careers information, advice and guidance (CEIAG)  (10) | Build your personal networks of support including how to access and make the most of a wide range of impartial face-to-face and digital careers information, advice and guidance services | **2** |  |  |  |  |
| Preparing for employability  (11) | Show how you are developing the qualities and skills which will help you to improve your employability | **4,5,6** |  |  |  |  |
| Showing initiative and enterprise  (12) | Show that you can be enterprising in the way you learn, work and manage your career | **4,5,6** |  |  |  |  |
| Developing personal financial capability  (13) | Show that you can manage financial issues related to your education, training and employment choices including knowing how to access sources of financial support that may be open to you | **3** |  |  |  |  |
| Identifying choices and opportunities  (14) | Be able to research your education, training, apprenticeship, employment and volunteering options including information about the best progression pathways through to specific goal | **2** |  |  |  |  |
| Planning and deciding  (15) | Know how to make plans and decisions carefully including how to solve problems and deal appropriately with influences on you | **3** |  |  |  |  |
| Handling applications and interviews  (16) | Know your rights and responsibilities in a selection process and strategies to use to improve your chances of success | **3** |  |  |  |  |
| Managing changes and transitions  (17) | Review and reflect on previous transitions to help you improve your preparation for future moves in education, training and employment | **5,7** |  |  |  |  |

 **Careers, Employability and Enterprise Audit against the CDI Framework**

**(Please enlarge to A3 when looking to complete and highlight the key stage) 16-19 □**

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| **Developing yourself through careers, employability and enterprise education** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Self-awareness (1) | Assess how you are changing and be able to match your skills, interests and values to requirements and opportunities in learning and work | **3** |  |  |  |  |
| Self-determination  (2) | Reflect on the positive elements in your career story to show the responsibility you are taking for managing your own wellbeing, progress and achievement | **3** |  |  |  |  |
| Self-improvement as a learner  (3) | Show that you are proactive in taking part in and learning from careers, employability and enterprise activities and experiences | **3** |  |  |  |  |

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| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Exploring careers and career development  (4) | Reflect on changing career processes and structures and their possible effects on your experience and management of your own career development | **2** |  |  |  |  |
| Investigating work and working life  (5) | Discuss the personal, social, economic and environmental impacts of different kinds of work and working life in the context of your own thinking about career satisfaction | **2** |  |  |  |  |
| Understanding business and industry  (6) | Explain the main reasons why business organisations change their structures | **5** |  |  |  |  |
| Investigating jobs and labour market information (LMI)  (7) | Be able to draw conclusions from researching and evaluating relevant labour market information (LMI) to support your future plans | **5** |  |  |  |  |
| Valuing equality, diversity and inclusion  (8) | Reflect critically on the ethical, legal and business case for equality, diversity and inclusion in the workplace and the implications for your behaviour and others | **3** |  |  |  |  |
| Learning about safe working practices and environments  (9) | Recognise different levels of risks and understand your responsibilities and rights as a student, trainee or employee for staying healthy and observing safe working practices | **4** |  |  |  |  |

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| **Developing your career management and employability skills** | | | | | | |
| **Outcome** | **Element of learning** | **Gatsby**  **reference** | **Activities which meet outcomes across the curriculum** | **Activities which meet outcomes through careers / PSHE time** | **Tutor time activities which meet the outcomes** | **Enrichment days which meet the outcomes** |
| Making the most of careers information, advice and guidance (CEIAG)  (10) | Develop and make the most of your personal networks of support and show that you are a proactive and discerning user of impartial face-to-face and digital careers information, advice and guidance services | **2** |  |  |  |  |
| Preparing for employability  (11) | Explain how you are developing your employability qualities and skills to satisfy your own expectations and the future expectations of your employers and co-workers | **4,5,6** |  |  |  |  |
| Showing initiative and enterprise  (12) | Develop and apply enterprise qualities and skills in your approach to learning, work and career planning | **4,5,6** |  |  |  |  |
| Developing personal financial capability  (13) | Show how you are developing your personal financial capability to make better decisions about everyday living, further study, training and work | **3** |  |  |  |  |
| Identifying choices and opportunities  (14) | Be able to research and evaluate progression pathways and return on investment for the higher and further education, training, apprenticeship, 3employment and volunteering options o3pen to you | **2** |  |  |  |  |
| Planning and deciding  (15) | Kn7ow how to make career enhancing plans and decisions including developing the resilience required to sustain them | **3** |  |  |  |  |
| Handling applications and interviews  (16) | Know how to prepare for, perform well and learn from participating in selection processes | **3** |  |  |  |  |
| Managing changes and transitions  (17) | Know how to develop and use strategies which will help you to deal with the challenges of managing your career transitions | **7** |  |  |  |  |