



Applicant CEIAG	<ul style="list-style-type: none"> Recruitment events: Cotham Y11 Assembly and tutor visits; feeder school assemblies and careers fairs; open evenings and mornings. Application discussion meetings (1:1 meeting for all students, after the application deadline, to review progress and guide P16 subject choices). Transition Day and summer work to support Post 16 readiness. Enhanced induction and subject change window (option to change courses after two week induction if the fit is not right).
Collapsed Timetable Futures Sessions	<ul style="list-style-type: none"> Futures Launch (Nov Y12): <ul style="list-style-type: none"> <i>Enhanced Assembly</i>: employment, work experience, UCAS and apprenticeships. <i>Tutor Workshop</i>: Career Pilot navigation, 'Career Compass' quiz. Futures Conference (Jul Y12): <ul style="list-style-type: none"> <i>Day One</i>: A keynote speech, followed by 30+ different 40 minute Futures workshops for students to choose from (everyone attends four) <i>Day Two</i>: Applying to university, UCAS walkthrough and registration, degree / professional apprenticeships, personal statements, EPQ launch. Futures Review - Identity (Jul Y12): <ul style="list-style-type: none"> <i>Enhanced Assembly</i>: study skills, seeking support / challenge and neurodiversity. <i>Tutor Workshop</i>: gender expression, discrimination and body positivity. Futures Morning (Jan Y13): <ul style="list-style-type: none"> <i>Enhanced Assembly</i>: student finance, budgeting and financial literacy. <i>Tutor Workshop</i>: consent, healthy relationships, online safety, sexual harassment.
Cotham Student Hub	<ul style="list-style-type: none"> A dedicated Futures section on the Cotham Post 16 Student Hub with support and resources for all things futures (Cotham School login required).
Futures Bulletin	<ul style="list-style-type: none"> Weekly bulletin shared with all P16 students to promote a range of local and online external opportunities including: enrichment, work experience, post 18 application support, apprenticeship vacancies, gap year opportunities and more.
Futures Hour	<ul style="list-style-type: none"> Every Y12 and Y13 student has one hour per week timetabled to focus on Post 18 planning. This includes: utilising their Unifrog account, reviewing the Futures Bulletin; arranging and undertaking work experience; online courses; UCAS / apprenticeship / job applications Support is available via the P16 team and the Futures section of the Student Hub.
Futures Enrichment	<ul style="list-style-type: none"> Bi-weekly career development workshops, delivered by school Careers Lead, as part of P16 enrichment. Wednesday p5.
Early Applicants Pathway	<ul style="list-style-type: none"> Oxbridge Conference. Early applicant workshops at key stages in the application process. Fortnightly lunchtime drop-in sessions. Guest speakers. Application and interview mentors.
Futures Clinic	<ul style="list-style-type: none"> 1:1 CEIAG clinic with Careers Lead every Weds. Students can self refer or be referred by staff. Appointment Schedule and outcomes shared with P16 team and tutors.



Futures Pop-ups	<ul style="list-style-type: none">• Employer and enrichment pop-ups at lunchtime in Charnwood canteen to help students explore local opportunities.
Tutor Programme	<ul style="list-style-type: none">• Bi-weekly Futures session, designed by Careers Lead and delivered by tutors.• 1:1s with tutors to discuss Post 18 plans (Y12 students have 3 x 1:1s per year; Y13 students have 5 x 1:1s per year). Tutors update the central Futures Tracker to connect support with the Post 16 team and signpost opportunities / interventions.• Bi-weekly assemblies on a range of themes, with a Futures strand built in.
Core Programme	<ul style="list-style-type: none">• External speakers come in to run workshops and deliver talks. Every other session is Futures focused.• There is a different focus every fortnight which includes a range of topics from careers to summer plans.
Work Experience	<ul style="list-style-type: none">• All Foundation students on the business pathway complete a work placement as a core unit in their course.• All other Year 12 students are expected to have gained some work experience (paid, voluntary, or online) before they start Year 13. Time and resources are allocated as part of the Futures Hour. Opportunities updated here weekly.
Parents and Carers	<ul style="list-style-type: none">• Parent Engagement Sessions are shared at key points through the year. The induction session is hosted onsite.• Family Consultation Day hosted in October for students and their parents/carers to meet 1:1 with tutors and discuss transition to Post 16.• End of Term Mailing is shared with parents/carers each term, signposting support and opportunities.• Parent / Carer Clinic: held after school with the Post 16 team (by appointment).
Gap Year Check Ins	<ul style="list-style-type: none">• All students from the previous year's cohort who have a gap year as their Post 18 destination and have not yet contacted the centre for support with a UCAS application will have a check in from the Post 16 team to confirm destinations and support as required.