



West Thames College

2023-2024

CAREERS CALENDAR



This extensive programme of careers guidance and support throughout the year which is available through tutorials, employability sessions, events and 1:1 appointments.

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
CAREERS EDUCATION ADVICE & GUIDANCE												
Introduction to the Careers Service		■	■									
Careers guidance appointments		■	■	■	■	■	■	■	■	■	■	
Looking at options and making choices	■	■			■	■		■	■	■	■	
Apprenticeships explained			■	■				■	■	■	■	
Exploring careers in... (subject specific)			■	■	■	■	■	■	■	■	■	
Exploring careers using First JED (Job Explorer Database)			■	■	■	■	■	■	■	■	■	
Using the Job Explorers Database			■	■	■	■	■	■	■	■	■	
Exploring the world of work game			■	■	■	■	■	■	■	■	■	
Future careers - Top Trumps			■	■	■	■	■	■	■	■	■	
Which way now?		■						■	■	■	■	
Exploring alternatives to university			■	■	■				■	■	■	
Progression and next steps					■	■		■	■	■	■	
Appointments for potential applicants		■	■	■	■	■	■	■	■	■	■	
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
HIGHER EDUCATION												
UCAS Clearing support	■											
Exploring higher education, options & choices		■	■	■	■				■	■		
Understanding the UCAS process		■	■							■	■	■
UCAS application support			■	■						■	■	■
Writing effective personal statements		■								■	■	■
Personal statement surgeries			■	■						■	■	■
UCAS Application checking				■	■	■						
Preparing for university interviews							■	■				
Applying for student finance							■	■	■			
Student Finance one-to-one appointments							■	■				
Preparation for life at university									■	■	■	
Budgeting skills for university									■	■	■	
Higher Education Information – Parents evening			■					■				
HE Fairs									■			

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EVENTS												
Enrolment course/careers advice	■	■										
College tours		■	■	■	■	■	■	■	■	■	■	
College open days/evenings			■	■			■	■			■	
College taster and applicant days												■
Career appointments for potential applicants		■	■	■	■	■	■	■	■	■	■	
Aspire job fairs				■				■				
National Apprenticeship Week events (7-13 Feb)								■				
National Careers Week events (7-12 March)								■				
Global Money Skills week (21-27 March)								■				
College applicant day							■					■
HE Fair									■			
Higher Education Information - Parents evening			■					■				

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EMPLOYABILITY												
Employability skills programme*		■	■	■	■	■	■	■	■	■	■	
Understanding the work experience process*		■	■	■	■					■	■	
Work experience placement*			■	■	■	■	■	■				
Guest speaker careers inspiration talks*		■	■	■	■	■	■	■	■	■	■	
Students social action projects*							■	■	■			
Industry placements			■	■	■	■	■					
Job Club (see noticeboards for details)			■	■	■	■	■	■	■	■	■	
The ultimate CV			■	■	■	■	■	■	■	■	■	
Effective interview skills			■	■	■	■	■	■	■	■	■	
Developing your professional brand								■	■	■	■	
Starting your own business									■	■	■	