

Year	HT1	HT2	HT3	HT4	HT5	HT6
KS3 Blue	<p>Developing Skills and Aspirations DFS EL3 Skills area 3: Communicating (Part 1)</p> <ol style="list-style-type: none"> Editing a contact list (3.1) Sending emails (3.2) Video calls (3.3) Employability skills Enterprise skills Challenging stereotypes Raising career aspirations by looking at a broad range of careers Consolidation, catch up and stretch 	<p>Developing Skills and Aspirations DFS EL3 Skills area 3: Communicating (Part 2)</p> <ol style="list-style-type: none"> Managing digital footprints (3.4) Using Online forms (4.1) Online verification checks (4.2) Linking values with career choices Self awareness and Setting goals Linking academic progress with career aspirations Consolidation, catch up and stretch 	<p>Financial Decision Making DFS EL3 Skills area 5: Being safe and responsible online (Part 1)</p> <ol style="list-style-type: none"> Safety and respect online (5.1) Protecting personal information (5.2) Saving, borrowing, budgeting Prevent and manage debt Credit rating Consolidation, catch up and stretch 	<p>Financial Decision Making DFS EL3 Skills area 5: Being safe and responsible online (Part 2)</p> <ol style="list-style-type: none"> Security feature (5.3) Security software (5.4) Physical stress (5.5) Gambling and gambler’s fallacy. Impact of targeted advertising on spending habits Consolidation, catch up and stretch 	<p>Employment Rights and responsibilities DFS EL3 Skills area 2: creating and editing (part 1)</p> <ol style="list-style-type: none"> Formatting Text (2.1) Formatting Graphics (2.2) Rights and responsibilities Health and safety Consolidation, catch up and stretch - to include contracts of employment 	<p>Employment Rights and responsibilities DFS EL3 Skills area 2: creating and editing (part 2)</p> <ol style="list-style-type: none"> Navigation (1.4) Practice questions Practice assessment Young people’s rights at work Minimum wage and fair wage DFS Consolidation, catch up and stretch Law and legislation Employment Act 2002 Consolidation, catch up and stretch
KS3 Green	<p>Developing Skills and Aspirations DFS EL3 Skills area 1: using devices and handling information</p> <p>Types of devices (1.1) Applications and browser (1.2) System settings (1.3)</p> <ol style="list-style-type: none"> Employability skills Digital Skills Team working skills Skills in a broad range of careers Enterprise skills Enterprise skills2 Consolidation, catch up and stretch 	<p>Financial Decision Making DFS EL3 Skills area 1: using devices and handling information</p> <p>Read and store files (1.6) Use files and folders to organise and retrieve information (1.7)</p> <ol style="list-style-type: none"> Understand needs Vs wants Budgeting Bank accounts and debit cards Saving and spending money Prevent and manage debt 	<p>Digital Decision making DFS EL3 Skills area 1: using devices and handling information</p> <ol style="list-style-type: none"> File and folder organisation (1.7) System and user error (1.8) Grooming – Sexual exploitation, CEOP Online criminal exploitation Extremism and radicalisation Consolidation, catch up and stretch 	<p>Digital Decision Making DFS EL3 Skills area 2: creating and editing</p> <ol style="list-style-type: none"> Misinformation, disinformation & fake news. Applications editing (2.1) Algorithms and how they influence choices Formatting graphics (2.2) Digital footprint & consequences of online behaviour Consumer decision making 	<p>Employment Rights and responsibility DFS EL3 Skills area 2: creating and editing</p> <ol style="list-style-type: none"> Combine different types of information (2.3) Digital media (2.4) Protected characteristics Discrimination, bullying & harassment in the workplace Maternity and paternity rights Consolidation, catch up and stretch 	<p>Employment Rights and responsibility DFS FS1 content area 3: communicating</p> <ol style="list-style-type: none"> Using email (3.1) Use online messages (3.2) Limit a digital footprint (3.3) Law and legislation- Equality Act Trade unions History of employment rights Careers Consolidation, catch up and stretch

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		6. Gambling and gambler’s fallacy 7. Consolidation, catch up and stretch		5) 6 Consolidation, catch up and stretch		
Y10	M1 Careers ASDAN Self Development DFS FS1 Content area 1: using devices and handling information 1. Searches (1.1) 2. Copyright (1.2) 3. Sponsored search results (1.3) 4. A4 Recognise a good or bad employer 5. A1 & A2 Skills and qualities for careers 6. A9 SMART Career Targets 7. Catch up, consolidation & Stretch	M3 Careers ASDAN Career Management DFS FS1 content area 1: using devices and handling information Search for files (1.4) Hierarchical folder structure (1.5) Cloud storage (1.6) 1 A1 Curriculum Vitae (1.5) (1.6) 2 A3 Application Letters (1.4) (1.5) (1.6) 3 A4 Sources of job vacancies 4 B1 Preparing for Interviews 5 B5 Financial implications of different work patterns 6 A5 Mock interviews 7 Catch up, consolidation & stretch	M9 PSHE ASDAN – Personal Finances Pt 1 DFS FS1 content area 1: using devices and handling information Storage terminology (1.7) File sizes (1.8) Common technical problems (1.9) 1 Storage of Data (1.7) (1.8) 2 Common technical problems (1.9) 3 A4 Wage slips & pensions 4 A1 National insurance & taxes 5 Careers in finance 6 Catch up, consolidation & stretch	M9 PSHE ASDAN - Personal Finances Pt 2 DFS FS1 content area 2: creating and editing 1. Suitable applications (2.1) 2. Layouts and audiences (2.2) 3. Editing an image (2.3) Renting and buying a home 4. Managing debt 5. Catch up, consolidation & stretch	M2 Careers ASDAN Career Exploration DFS FS1 content area 2: creating and editing 1) Formulae and relative cell (2.4) 2) Process and format numeric data (2.5, 2.6) 3) Explore local options for apprenticeships 4) Further education & higher Education 5) Explore careers inspiration 6) Catch up, consolidation & stretch	M2 Careers ASDAN Career Exploration DFS FS1 content area 3: communicating 1 Using email (3.1) 2 Use online messages (3.2) 3 Limit a digital Footprint (3.3) 4 DFS Catch up, Consolidation and stretch 5 Equal opportunities 6 Visit college / college visit us 7 Explore self-employment 8 Catch up, consolidation & stretch
Y11	M5 Personal Finance ASDAN From Local to Global DFS FS1 content area 4: Transacting 1) Online services (4.1) 2) Online forms (4.2) 3) Reduce risks involved in online transaction (4.3)	M3 Careers ASDAN Career Management DFS FS1 content area 5: being safe and responsible online Data protection Law (5.1) Back up to clouds (5.3) 1 A1 Curriculum Vitae Back up to clouds (5.3)	M6 Careers ASDAN Preparing for the workplace Pt1 DFS FS1 content area 5: being safe and responsible online 1) Avoiding Malware (5.4) 2) Risks from devices and internet (5.5) 3) A8 Rules and expectations 4) A8 Health and Safety	M6 Careers ASDAN Preparing for the workplace Pt2 1) Excel revision formulas 2) Excel revision formatting and charts 3) Contracts of employment 4) Trade unions 5) Catch up, consolidation & stretch	Personal Development Menu 1 Furnishing a flat 2 Planning a holiday 3 Buying a car 4 Careers inspiration 5 Extended Tutor Time Programme 6 Learning to drive part 1 7 Learning to drive part 2	Personal Development Menu 1 Will AI take our jobs 2 Planning a holiday 3 Will AI grow too big to control? 4 Careers inspiration 5 Extended Tutor Time Programme 6 Learning to drive part 1

Long Term Plan Futures 2025–2026: Green Year

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	4) Charities & Not For Profit organisations 5) Foreign currency 6) London Stock Exchange 7) Catch up, consolidation & stretch	2 A3 Application Letters (1.5) (1.6) (5.3) (5.1) 3 A4 Sources of job vacancies 4 B1 Preparing for Interviews & Mock Interviews 5 Overview of Higher Education and further education 6 B5 Financial implications of different work patterns 7 Catch up, consolidation & stretch	5) A6 Time management 6) Catch up, consolidation & stretch		8 Revision	7 Learning to drive part 2 8 Revision

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Blue	Entrepreneur	Corporate responsibility and sustainability practitioner	Teacher Mortgage advisor	Bookmaker	Health and safety officer	Financial Advisor
Green	IT Technician	Debt counsellor / money advisor	Victim Support worker	Social Media Specialist	Human Resources Officer	Trade union representative
Y10	Human Resources Officer	Careers Advisor	Civil Service – DWP	Estate Agent	Equality and Diversity Lead	College Lecturer
Y11	Stockbroker	Forensic Computer Analyst	Health & Safety officer	Trade Union Representative	Menu of options	Menu of options