

July:

Amazing Apprenticeships delivered an introductory workshop on Apprenticeships.
Ms Thompson delivered a session on 'How to write effective CVs & Covering Letters'.
Students have registered on the gov.uk website and apprenticeshipsnorfolk.org.
1:1 apprenticeship mentor meeting happening on 12th July during school.

September:

Students should research the types and availability of Apprenticeships in their chosen area.
Apprenticeship Directory accessible to students (Y12 Google Classroom).
If they have not already undertaken or arranged relevant Work Experience this should be a priority.

October:

Super Learning Day Norfolk Apprenticeships will be in school to conduct CV and interview skill workshops followed by one-to-one mock interviews.
By half term all students should have a completed a CV and covering letter and produced standard information about their skills and experience for job and apprenticeship application forms.

November - April

Students should actively start seeking and applying for Apprenticeships.
All vacancies are uploaded to the Y12 google classroom.
Many vacancies start appearing on company website (especially Higher Level Apprenticeships).
Students having submitted applications and/or attended interviews should request feedback to inform further applications.
Futures Lectures from a range of local employers will take place every **Wednesday afternoon** to allow students to network with these employers.
Students will also have access to a range of **alumni** who have undertaken Apprenticeships at companies such as British Sugar, Coca Cola, Mapus, Smith and Lemmon, Nestle and Stephenson Smart.

