

Kimbolton School Degree Apprenticeship academy

Year Group	Date of meeting	Type of meeting	Information Covered
Year 13	September	Specific tutoring to develop skills in research and recruitment processes	Understanding apprenticeships Do I understand what an apprenticeship is and the different levels available? Do I understand what type of apprenticeship I want (my criteria)? Finances, relocation, SEND support, EPA
	October		Apprenticeship applications What level of apprenticeship should I apply for? How and where can I find the right apprenticeships for me? What can I expect the recruitment process to be like?
	November		Personal branding, online testing and applications Can I explain who I am, what my skills are and how I have demonstrated them? Higher degree listing 1:1 sessions offered
	December		DEGREE APPRENTICESHIP WEBINAR CV and cover letters Can I sell myself in a tailored CV and cover letter? 1:1 sessions offered
	January		Interviews How do I prepare for an interview? How can I answer in the STARR format? 1:1 sessions offered
	February National Apprenticeship Week Webinars and activities		Assessment centres What is an assessment centre? How do I prepare for one? 1:1 sessions offered

	March		1:1 sessions offered – CONTINUED UNTIL REQUIRED
	National Careers Week Webinars and activities		
Year 12	April	General information giving, to start the thinking process to apply for degree apprenticeships and to hear from others experiences.	Understanding my options What are your options post 18 options? What are apprenticeships and how are they set up? What apprenticeships are available and who are the training providers? How can you decide between university and an apprenticeship?
	May		Work Experience, skills and activities Apprenticeship recruitment strategies and why work experience is important. How do I find work experience? What skills do I need to develop and how do I do that? What activities will help me with my applications?
	June		Research over the summer What is my apprenticeship research criteria? How and where do I research apprenticeships? Start considering what could be put in a CV to stand out Using Linked In as a tool