

Colchester Institute Careers education advice, information and guidance programme

Colchester Institute's CEIAG (careers education, information, advice and guidance) programme is based upon the [Gatsby Foundation's Good Career Guidance benchmarks](#). These benchmarks are a framework of 8 guidelines about what makes the best careers provision in schools and colleges. The College also holds the [matrix award](#) for careers information, advice and guidance as well as the [Quality in Careers standard](#) for CEIAG <http://www.qualityincareers.org.uk/> instead.

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Careers Guidance												
1-1 Careers guidance appointments	x	x	x	x	x	x	x	x	x	x	x	x
Careers advice and information drop ins		x	x	x	x	x	x	x	x	x	x	
Careers advice and information at advice and enrolment events and open days	x	x	x	x		x						
“Settling in” interviews		x	x	x								
Careers advice at interview evenings				x	x	x	x	x	x	x	x	x
Personal Development												
Individual learning plans (ILP's) setting and review		x	x	x	x	x	x	x	x	x	x	
Personal development themed tutorials		x	x	x	x				x	x	x	
NCS (National Citizenship Service) event		x										
Enterprise activities			x	x	x	x	x	x	x	x		
Job Explorer Database (JED) online resource		x	x	x	x	x	x	x	x	x		
Learner Voice			x	x	x	x	x	x	x		x	
Principal's Question Time				x		x		x				
The World of Work & Employability												
World of work themed tutorials					x	x	x	x	x	x		
Work experience GAP (Graduate and Professional)		x	x	x	x	x	x	x	x	x		
Job and apprenticeship opportunities board		x	x	x	x	x	x	x	x	x	x	
Industry visits and speakers			x	x	x	x	x	x	x	x		
LMI		x	x	x	x	x	x	x	x	x	x	
Industry skills competitions and activities				x	x	x	x	x	x			

FE Progression and Work Readiness												
Progression themed tutorials including job search, CV's and interview skills		x					x	x	x	x		
Progression fair								x				
College Open events			x	x		x						
CV writing	x	x	x	x	x	x	x	x	x	x	x	x
Work experience GAP (Graduate and Professional)		x	x	x	x	x	x	x	x	x		
Progression into Apprenticeships												
Apprenticeship information events			x	x		x		x		x		
Help and support for apprenticeship applications	x	x	x	x	x	x	x	x	x	x	x	x
Progression fair								x				
Progression into Higher education												
UCAS clearing advice	x	x	x									
UCAS "APPLY" presentations		x	x							x	x	
UCAS applications		x	x	x	x	x	x	x	x	x	x	
UCC student's careers support		x	x	x	x	x	x	x	x	x	x	x
Personal statements		x	x	x	x	x	x	x	x	x	x	
UCAS application checks		x	x	x	x	x	x	x	x	x	x	
UCC open events			x	x					x	x		
UCC presentations				x	x	x	x	x				
Progression fair								x				
UCAS exhibition visit									x			
1-1 Student finance support		x	x	x	x	x	x	x	x	x	x	
Student finance roadshow							x					
UCAS Drop Ins		x	x	x	x	x						