## HCA Careers Programme 2021-22

Jun	Jul	Aug								
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This will happen as and when Live Briefs are launched.										
This will happen as and when any work Placements occur.										
	* *	*  *  *  *  *  *  *  *  *  *  *  *  *								

	Time Management	HCA tutors	3,4	All												
Personal Development				students												
	Diversity in the	Mel	3,6	Level 3							*	*	*			
	workplace	Williams		Y1												
	Safe & Savvy on-	Mel	3	Level 1,2				*	*	*						
	line	Williams		L3 Y1												
	Using social-media	HCA tutors	3	Level 3								*	*			
Dev	in your discipline			Y2												
onal	Understanding	HCA tutors	3	Level 3							*	*				
erso	your finances and			Y2												
	salary	HCA tutors	2.4.5	All	*											
	Industry-led Live Briefs	HCA tutors	3,4,5	All	·											
	External Work	HCA tutors	5,6	As	As & when work experience opportunities arise, individuals will have guidance											
e S	Experience			needed	before completing any placement.											
/anc	opportunity															
ele	Internal simulated		3,4,5	All	*											
۲ ک	Work Experience															
Industry relevance	Work Place visits		5,6	As needed	These can happen at any time throughout the year.											
드	Employer		3,5	As						*						
	Networking			needed												
	Opportunities-															
	Employer Forum															
ance	Late Application guidance	HCA staff	3,7,8		*											
Personal Guidance	Course transfer	HCA staff	3,7	Current	*											
	requests			students												
	121 Independent	Gail	8	All	*	*	*	*	*	*	*	*	*	*	*	*
	Careers Adviser	Kilminster		incl.												
Pé	appointments			EHCP												

	EHCP Annual reviews	Wendy Crum	3,7,8	As needed												
Next steps	UCAS Applications & personal Statements	HCA tutors	3,7	Level 3 Y2	*	*	*									
	HE Visits	Individual students/ parents/ carers	3,7	Level 3 Y2	Individual visits throughout the year.											
	HCA Degrees	HE tutors	3,7	Level 3 Y2			*									
	Targeted follow up and personal guidance for those not able/not wanting to progress	HCA tutors	3,7	Level 1 & 2 Level 3 Y2					*	*	*	*	*	*		
	University Finance Talk	Finance team	3,8	Level 3 Y2			*									
	HE interviews/ auditions/ portfolio building	HCA tutors	3,7	Level 3 Y2						*	*	*	*	*		
	Meet Your Future- Cross College Fair	External speakers/ stands	3,4,5	Level 3 Y2								*				