

Leaders must ensure that staff provide all apprentices w available to them once they qualify, in particular, the job

Action

Who is accountable

Careers education to be visible throughout apprenticeship

Debianne Messenger


Pathways to be made available to all to further enhance personal development

Debianne Messenger

Move away from IAG and develop the term Careers Education/Career Advice and Guidance

Debianne Messenger

with ongoing and timely careers advice and guidance. Staff need to ensure that opportunities that are available outside of their current employer's structure.

Milestones	Date started	Date to be completed	RAG
	04.01.2022	01.03.2022	
	04.01.2022	01.03.2022	
	04.01.2022	01.03.2022	

ure that apprentices understand what career options are

Comments	Key Performance Indicator 1	Key Performamnce Indicator 2
Completed	Full career education information available on website	Link to Essex Opportunities and Career Service
Completed	Careers education section on website	Spot checks with apprentices at reviews and assessments
Completed	Update documents and records to reflect change from IAG to CE	Evaluation of information

**Key Performnce
Indicator 3**

Careers Week social
media marketing -
achieved 07.03.2022

**Key Performnce
Indicator 4**

Responses to email
sent in National Careers
Week 2022