



# Careers Education, Information, Advice and Guidance Activity (CEIAG) Timeline

Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
<b>Students</b>												
A Level Results Day Support	/											
GCSE Results Day Support	/											
IAG – 1:1 Appointments	/	/	/	/	/	/	/	/	/	/	/	/
Freshers Event Support – Promotion CEIAG		/										
UCAS Clearing Support	/											
Right Course Review and IAG Referral		/	/									
Academic Reviews and CIAG Referral				/	/		/	/		/	/	
UCAS Form and Personal Statement Checking Service	/	/	/	/	/	/						
UCAS Outreach Support – Departmental		/	/	/	/						/	/
UCAS Drop-In Sessions	/		/									
UCAS Support – 1:1 Appointments	/	/	/	/	/	/						
Employer Engagement – Guest Speakers		/	/	/	/	/	/	/	/	/		
Volunteers Fairs				/	/							
Mock Interviews - University Preparation						/	/	/	/	/		
Mock Interviews/Interviews Prep 1:1 Appointments - All Destinations	/	/	/	/			/	/	/	/	/	/
Careers Tube Map Tool	/	/	/	/	/	/	/	/	/	/	/	/
Apprentice Compass Tool	/	/	/	/	/	/	/	/	/	/	/	/
HE Employability Webinar Sessions	/	/	/	/	/	/	/	/	/	/	/	/
Apprenticeship Training Webinars	/	/	/	/	/	/	/	/	/	/	/	/
14-16 1:1 CEIAG Appointments		/	/	/			/					
Barnsley College Staff Apprentice Training				/			/	/	/			
Open Events – Careers Team Support	/										/	
Student Finance Application Support – Drop-In Sessions								/				
Application/Confirmation Event – Promotion of CEIAG							/					
Student Finance Application – 1:1 Appointments	/	/					/	/	/	/	/	/
CV Support – 1:1 Appointments	/	/	/	/	/	/	/	/	/	/	/	/
1:1 CIAG Appointments – All students including 16–18, HE and Adults	/	/	/	/	/	/	/	/	/	/	/	/
National Careers Week Event								/				
Barnsley College’s Enterprising Futures (BCEF) Fund Applications		/	/	/	/	/	/	/	/	/	/	
Futurepreneurs Applications		/				/						
Industry Insight Weeks		/	/	/	/	/	/	/	/	/		
Student Newsletter (Termly)		/				/			/			
SEND 1:1 CIAG Appointment Offer	/	/	/	/	/	/	/	/	/	/	/	/
<b>Parents and Carers</b>												
Parent and Carer Newsletter (Termly)		/				/			/			
Careers Team Support at Foundation Learning Parents Evening								/				
Parents Engagement Events – Student Finance, UCAS, Careers and Next Steps			/				/					
Parent and Carer 1:1 CIAG Appointments (with student)	/	/	/	/	/	/	/	/	/	/	/	/
<b>Staff</b>												
General UCAS Refresher Training		/									/	
Advancing Access - UCAS Updates												/
Advancing Access - Supporting Young People to Make Changes						/						
Advancing Access - Personal Statements		/										
Meaningful Career Conversations with Students	/	/	/	/	/	/	/	/	/	/	/	/
<b>Quality Assurance</b>												
Parent and Carer Feedback	/	/	/	/	/	/	/	/	/	/	/	/
Student Feedback (Forums)				/				/		/		
CIAG 1:1 Feedback	/	/	/	/	/	/	/	/	/	/	/	/
Student Surveys			/			/						
COMPASS Evaluations					/			/				/
Matrix Continuous Improvement Check (CIC)											/	
Internal Leadership Review - Career Impact								/		/		