

Swindon & Wiltshire Careers Hub Steering Group

February 2024

'To help every young person find their best next step.'

4.0 Staffing/structure update (5mins)

- Team Structure
 - 1 x Strategic Hub Lead
 - 3 x Enterprise Coordinators
 - 1 x Primary Lead
- Senior Enterprise Coordinator / Operational Hub Lead
- SEND Specialist – LW
- Funded through CEC Core Funding

Enterprise Coordinator Caseloads

Area	Caseload Dec 24	Caseload Jan 24	Difference	Institutions
Swindon	16	21	+5	2 colleges 1 AP 14 secondary 5 SEND
North Wiltshire	16	20	+4	1 college 15 secondary 4 SEND
South Wiltshire	15	16	+1	1 6th Form College 14 Secondary 1 SEND

5.0 Budget position 2023/24

Priority 1: Improve careers provision in schools and colleges against the Gatsby Benchmarks through support, training for the education workforce and quality assurance.

Priority 2: Provide more high-quality experiences with employers for students and teachers – with a focus on current ‘cold spots’.

Priority 3: Amplify apprenticeships, technical and vocational routes – including supporting the implementation of the Provider Access Legislation (PAL).

Priority 4: Target interventions for economically disadvantaged young people (Free School Meals (FSM)) and those who face barriers.

Priority 5: Connect careers provision in schools and colleges to the **needs of local economies** (as articulated through Local Skills Improvement Plans (LSIPs)).

Hub Delivery Fund

- £50,000
 - £5,000: Priority 1: Local priorities (including achievement of Gatsby Benchmarks) (c10%)
 - £15,000: Priority 2: Experiences of the world of work (c30%)
 - £15,000: Priority 3: Apprenticeships, technical and vocational routes (c30%)
 - £15,000: Priority 4: Positive destinations (c30%)

Priority 1: Local priorities

Activity	Value	Notes
LMI Resource Development	£500	Provider identified
Identify where there are gaps within careers provision in the network and utilise funding to bridge the gaps depending on needs analysis.	£1,500	December Compass return highlighted BM4 and BM5 as areas of focus.
To provide a careers conference for the CL network and SLT representatives.	£3,000	Conference date: 19/06/24 Venue: County Hall, Trowbridge
Total	£5,000	

Priority 2: Experiences of the world of work

Activity	Value	Notes
Staff costs for Project Lead	£2,750	
Research, development and delivery of a new activity of Insight Days with employers to provide one day sessions on their sites, with student completing projects set by the employer. *NB: additional £14,500 will be used from the Your Placement project which was cancelled in September 2023.	£10,000	Proposal agreed by Steering Group on 7th December 2023. ST/JW developed scheme of work for project and RFQ. Partner sourced to undertake the research and delivery of this activity. Currently finalising MoU.
Development of work experience models and provision suitable for use with SEND settings for years 10/11/12. BASE training activity.	£2,250	Provider: BASE. Venue identified, liaising with BASE over dates.
Total	£15,000	

Priority 3: Apprenticeships, technical and vocational routes

Activity	Value	Progress to date
Staff costs for Project Lead	£2,750	
Careers Live Broadcasts: Amazing Applications, Apprenticeships Showcase	£2,500	Provider: Careers Live. Broadcasts scheduled. Invoice paid.
Careers Live Broadcast on progression routes via Supported Apprenticeships and technical routes into employment for SEND year groups 9-13	£1,250	Provider: Careers Live. In place and invoice has been paid. AS/SH are working with Careers Live on delivery for July 2024.
Development of up to 5 Swindon & Wiltshire Appren-T-Fest branded student employer engagement events.	£2,000	Swindon: 06/02/24. Provider: New College Swindon.
	£4,000	Trowbridge and Chippenham events. Provider: Wiltshire College. Trowbridge: 02/02/24. Chippenham: 07/03/24. MoU signed.
	£2,000	Salisbury: 24/01/24. Provider: Supplytrain.
	£500	Swindon/SEND event: 17/11/23. Provider: EOTAS.
Total	£15,000	

Priority 4: Positive destinations

Activity	Value	Progress to date
Staff costs for Project Lead	£2,750	
Careerpilot subscription for Swindon schools and college. Access to the pathway planner module for all students in years 8-13.	£6,000	Provider: Careerpilot
Jobs Live Broadcasts for 'Your Choices: Post 16 and Post 18 progression routes'	£1,250	Provider: Careers Live Broadcast took place on 12th October 2023
Provision of the "This time next year" mentoring project, which will aim to reduce the number of young people unable to access Post16 provision due to FE Admission panel rejections.	£1,500	Provider: EBP Employer mentoring sessions for 12 year 11 students.
	£2,600	Provider: EBP Delivery of 4 workshops sessions for students.
TBA	£900	
Total	£15,000	

Primary Careers Project

- Fund Value: £32,000
- KPI: to engage 50 primary schools in Swindon with the Teach First programme and support them each to deliver an employer encounter event.

Primary Careers Project

Activity	Value
Staff costs, 50% match, 0.8 FTE	£22,000
Bursaries to schools £200 x 25 schools	£5,000
Resources and events	
<ul style="list-style-type: none">To include a Careers Live broadcast with Beard Construction to animate their existing early careers booklet for use with primary schools in a broadcast.Provision of an employer's webinar in how to work with primary year groups. To be delivered by Primary Futures.Development and delivery of a Health & Social Care Careers fair by BSW AcademyEnd of project celebration and sharing of good practice event	£5,000
Total	£32,000

Teacher Encounters

- Fund value: £20,000
- KPI: to delivery 50 employer encounters during the academic year 2023-2024.

Teacher Encounters

Activity	Value
Staff costs, 50% match 0.2 FTE	£6,000
Bursaries to schools £150 x 50 schools	£7,500
4 new/updated Jobs Live Broadcasts	£3,000
Resources and events	£2,000
Contingency	£1,500
Total	£20,000

6.0 Performance against targets

1. An average of 5.5 Gatsby Benchmarks achieved across Careers Hubs

- Swindon and Wiltshire Careers Hub schools and colleges have achieved an average of 6.0 Benchmarks at 31/01/24, +.5 above target.
- The national average for the number of Benchmarks achieved at 31/01/24 is 5.5.

6.0 Performance against targets

1. An average of 5.5 Gatsby Benchmarks achieved across Careers Hubs

- Benchmark achievement by institution type at 31/01/24:

Institution type	Average number of Benchmarks achieved
SEND	6.7
AP	6.0
FE	6.0
Mainstream	5.8

6.0 Performance against targets

2. 90% of all institutions in Careers Hubs achieving at least 3 Gatsby Benchmarks.

- Two out of 57 schools and colleges are achieving less than 3 Gatsby Benchmarks at 31/01/24.
- 96.5% of schools are achieving at least 3 Benchmarks, +6.5pp above target.

6.0 Performance against targets

2. 90% of all institutions in Careers Hubs achieving at least 3 Gatsby Benchmarks.

- Distance travelled:

Date	No. of settings below 3 BMs	% of total
September 2021	13	22.8%
September 2022	9	15.8%
December 2022	5	8.8%
March 2023	3	5.3%
July 2023	3	5.3%
January 2024	2	3.5%

6.0 Performance against targets

3. At least 20% of institutions in a Careers Hub achieving all 8 Gatsby Benchmarks.

- 24.6% of institutions are achieving all 8 Gatsby Benchmarks at 31/01/24, +46 above target.

6.0 Performance against targets

3. At least 20% of institutions in a Careers Hub achieving all 8 Gatsby Benchmarks.

- Number of Benchmarks achieved at 31/01/24:

Benchmarks achieved	Institutions	% of total
0	1	2%
1	1	2%
2	0	0%
3	5	9%
4	4	7%
5	6	11%
6	15	26%
7	11	19%
8	14	25%

6.0 Performance against targets

4. At least 20% of schools in your Hub should complete at least 100 Future Skills Questionnaires (FSQ) each.

- 8% of schools, (4 in total) have completed at least 100 Future Skills Questionnaires (FSQ) each at 31/01/24, -16pp below target.

6.0 Performance against targets

5. At least 80% of eligible schools to have upgraded to Compass+.

- 78% of eligible schools to have upgraded to Compass+ at 31/12/23, -2pp below target.

6.0 Performance against targets

6. 80% of Careers Hub institutions fully achieving Gatsby Benchmark 5 – Encounters with Employers – with faster progress made by institutions in the upper quartile of FSM, Special Schools and Alternative Provision and faster progress for schools serving the most disadvantaged young people including Special Schools and Alternative Provision.

- 80.7% of Hub institutions are fully achieving Gatsby Benchmark 5 at 31/01/24, +.7pp above target.
- 85% of FSM (11/13) are fully achieving Gatsby Benchmark 5
- 90% of Special Schools (9/10) are fully achieving Gatsby Benchmark 5
- 0% of AP (1/1) are fully achieving Gatsby Benchmark 5. The institution has partially achieved this Benchmark, scoring 75%.

6.0 Performance against targets

7. 65% of Careers Hub institutions fully achieving Gatsby Benchmark 6 – Experiences of the Workplace - with faster progress for schools serving the most disadvantaged young people including Special Schools and Alternative Provision

- 70% of Hub institutions fully achieving Gatsby Benchmark 6 at 31/01/24, +5pp above target.
- 77% of FSM (10/13) are fully achieving Gatsby Benchmark 6.
- 90% of Special Schools (9/10) are fully achieving Gatsby Benchmark 6.
- 100% of AP (1/1) are fully achieving Gatsby Benchmark 6.

6.0 Performance against targets

Benchmark achievement compared to national average.

	Jan-24	NA Jan-23	Difference
BM 1	87.72%	64.80%	+22.92pp
BM 2	92.98%	79.60%	+13.38pp
BM 3	61.40%	54.80%	+6.60pp
BM 4	73.68%	75.90%	-2.22pp
BM 5	80.70%	82.40%	-1.70pp
BM 6	70.18%	66.60%	+3.58pp
BM 7	57.89%	53.90%	+3.99pp
BM 8	73.68%	75.20%	-1.52pp

6.0 Performance against targets

Benchmark achievement – distance travelled since July 2022.

	Baseline (Jul- 22)	Dec-22	Mar-23	Jul-23	Jan-24	Difference
BM 1	73.68%	73.21%	84.21%	84.21%	87.72%	+14.04pp
BM 2	78.95%	87.50	94.74	85.96%	92.98%	+14.03pp
BM 3	42.11%	55.36	63.16%	61.40%	61.40%	+19.29pp
BM 4	73.68%	80.36%	85.96%	78.95%	73.68%	0pp
BM 5	73.68%	76.79%	85.96%	85.96%	80.70%	+7.02pp
BM 6	52.63%	64.29%	61.40%	66.67%	70.18%	+17.55pp
BM 7	47.37%	58.93%	66.67%	63.16%	57.89%	+10.52pp
BM 8	66.67%	69.64%	71.93%	71.93%	73.68%	+7.01pp

6.0 Performance against targets

8. A minimum of 80% of institutions in the Careers Hub will receive EA support at least once during the academic year.

- 89% of institutions in the Careers Hub have received EA support as at 31/12/23, +9pp above target.

6.0 Performance against targets

9. Maintain at least 48 EAs in the Hub (equates to 85% of total schools and colleges in Hub for 2023/24.

- The Careers Hub currently has 53 EAs in post as at 31/12/23, +5 EAs above target.

Job and Skills Demand

Careers Hub Steering Group

20/02/2024



POPULATION FEATURES AND CHANGES

Economy Overview



Swindon

228,383

Population (2022)

Population **grew by 8,020** over the last 5 years and is projected to **grow by 5,942** over the next 5 years.

115,432

Total Regional Employment

Jobs **decreased by 805** over the last 5 years but are projected to **grow by 2,348** over the next 5 years.

£29.3k

Avg. Wages Per Job (2022)

Regional average wages per job are **£2.8k** **below** the national average wages of **£32.0k** per job.

Wiltshire

515,363

Population (2022)

Population **grew by 19,320** over the last 5 years and is projected to **grow by 10,997** over the next 5 years.

209,761

Total Regional Employment

Jobs **grew by 10,612** over the last 5 years and are projected to **grow by 5,818** over the next 5 years.

£27.4k

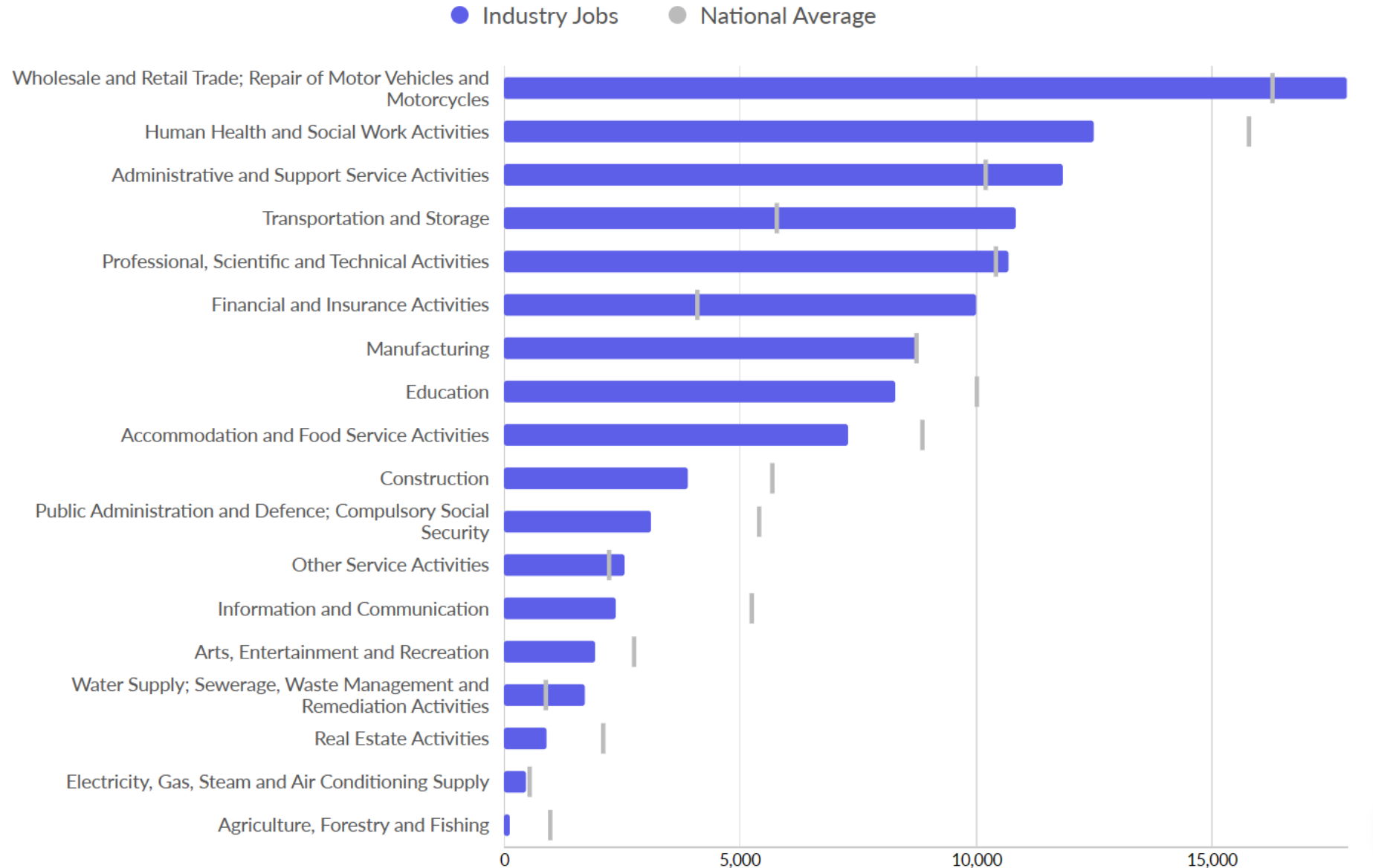
Avg. Wages Per Job (2022)

Regional average wages per job are **£4.6k** **below** the national average wages of **£32.0k** per job.



Largest Industries 2022

Swindon



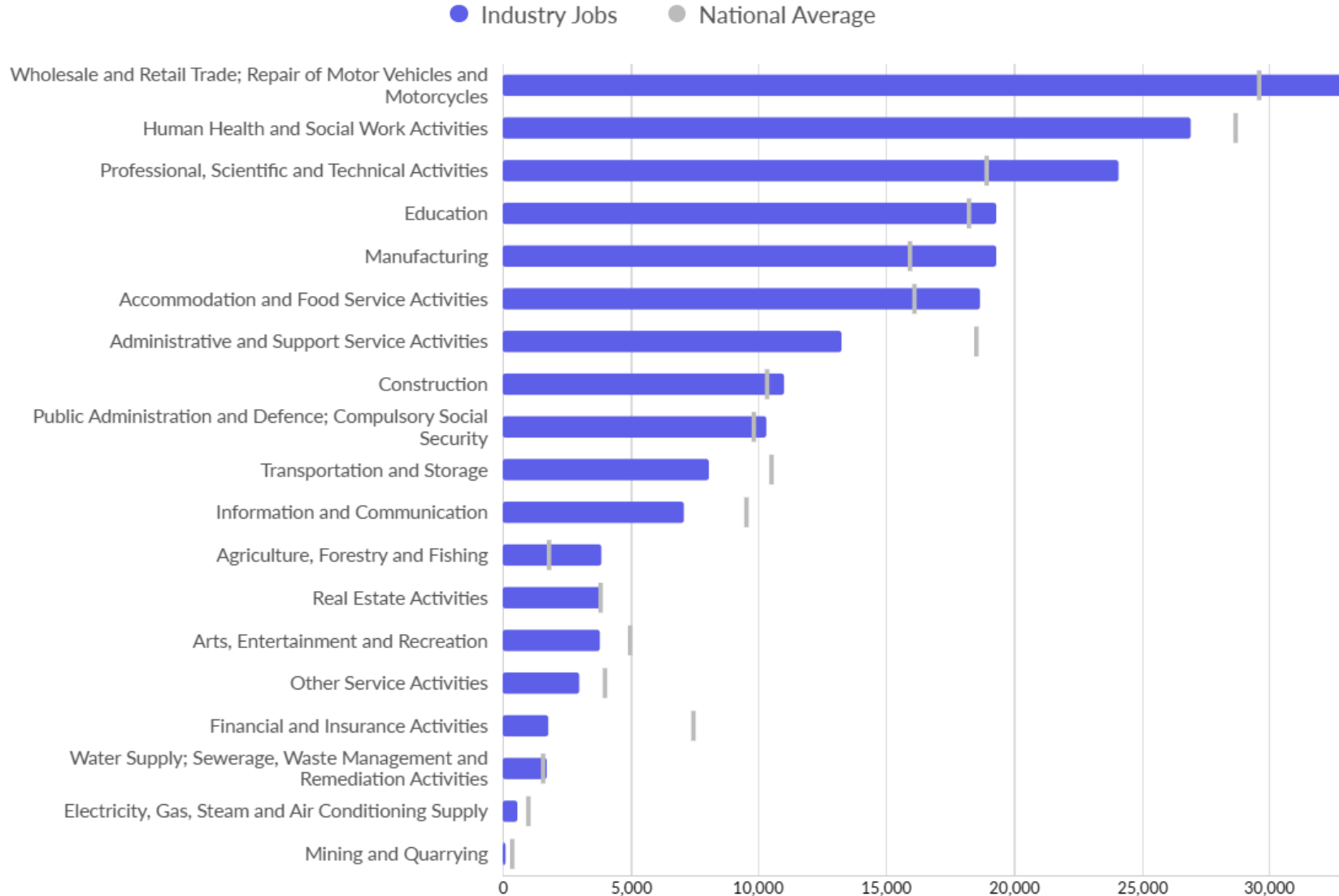
Largest Industries 2022

Wiltshire



Swindon & Wiltshire
LOCAL ENTERPRISE PARTNERSHIP

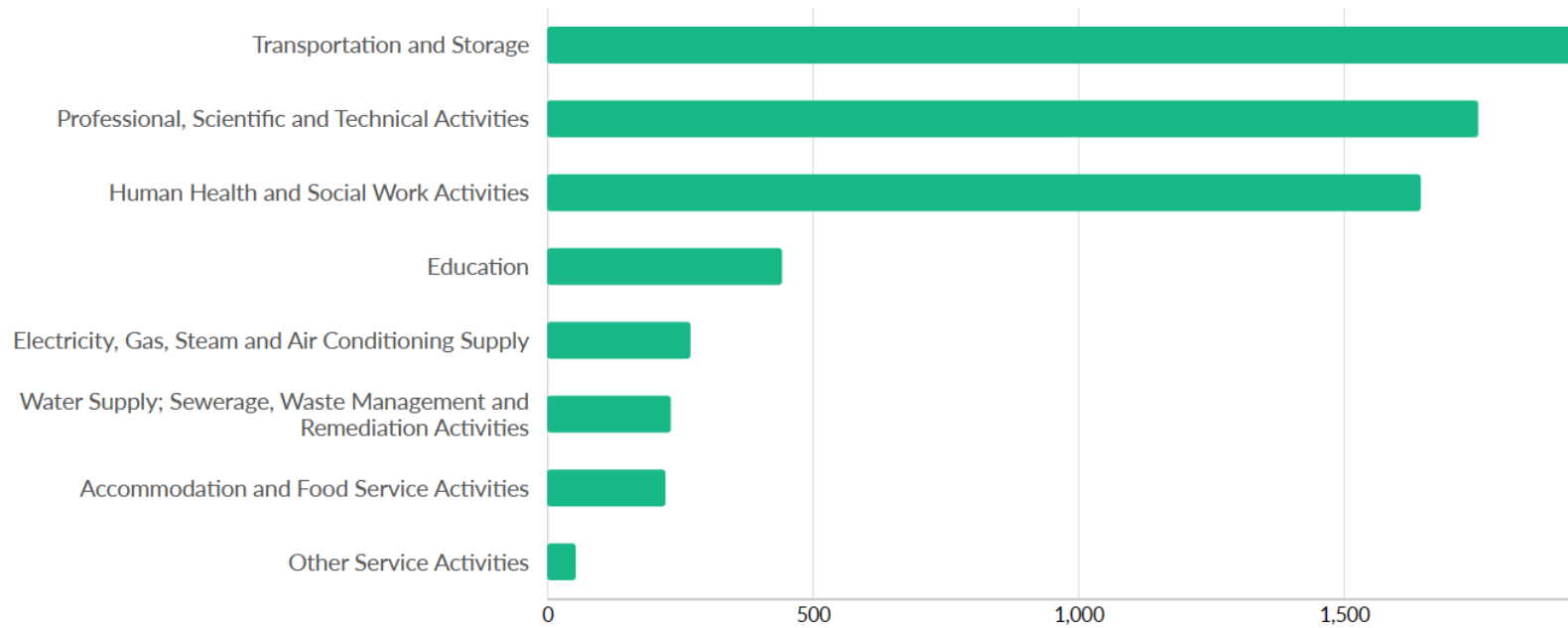
Largest Industries



Industry Job Growth 2022

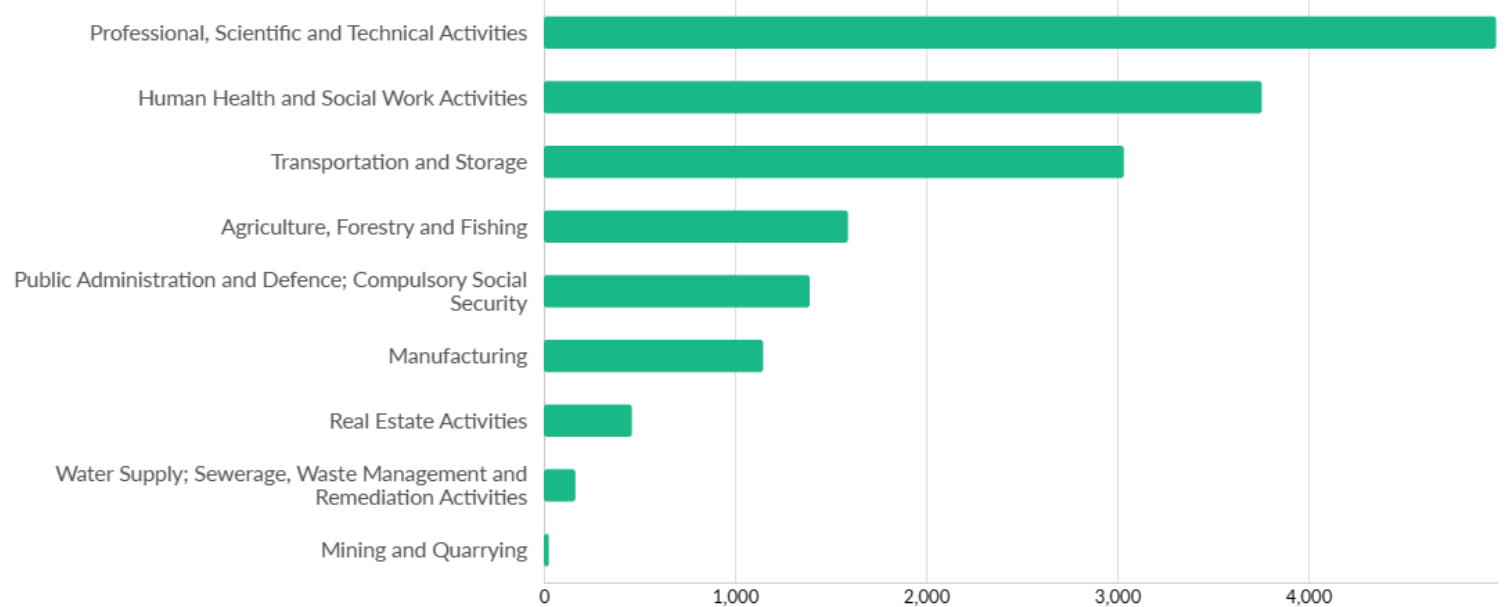
● Industry Jobs Growth

Swindon

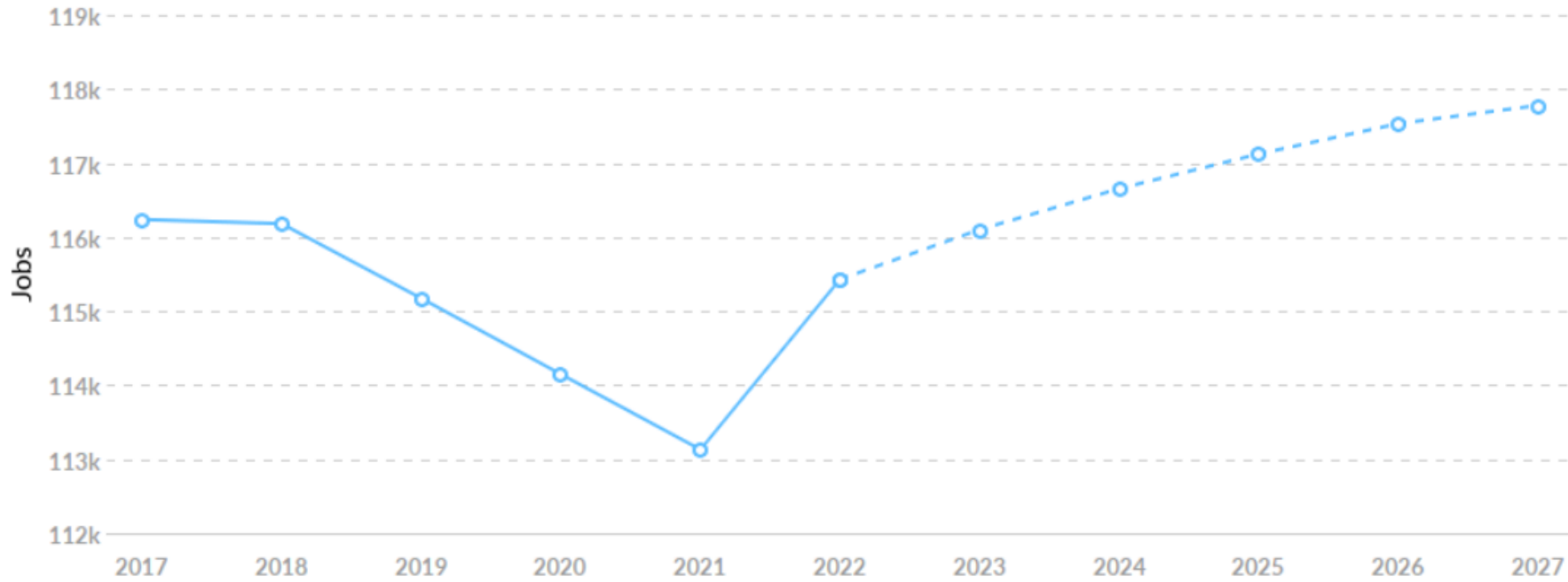


● Industry Jobs Growth

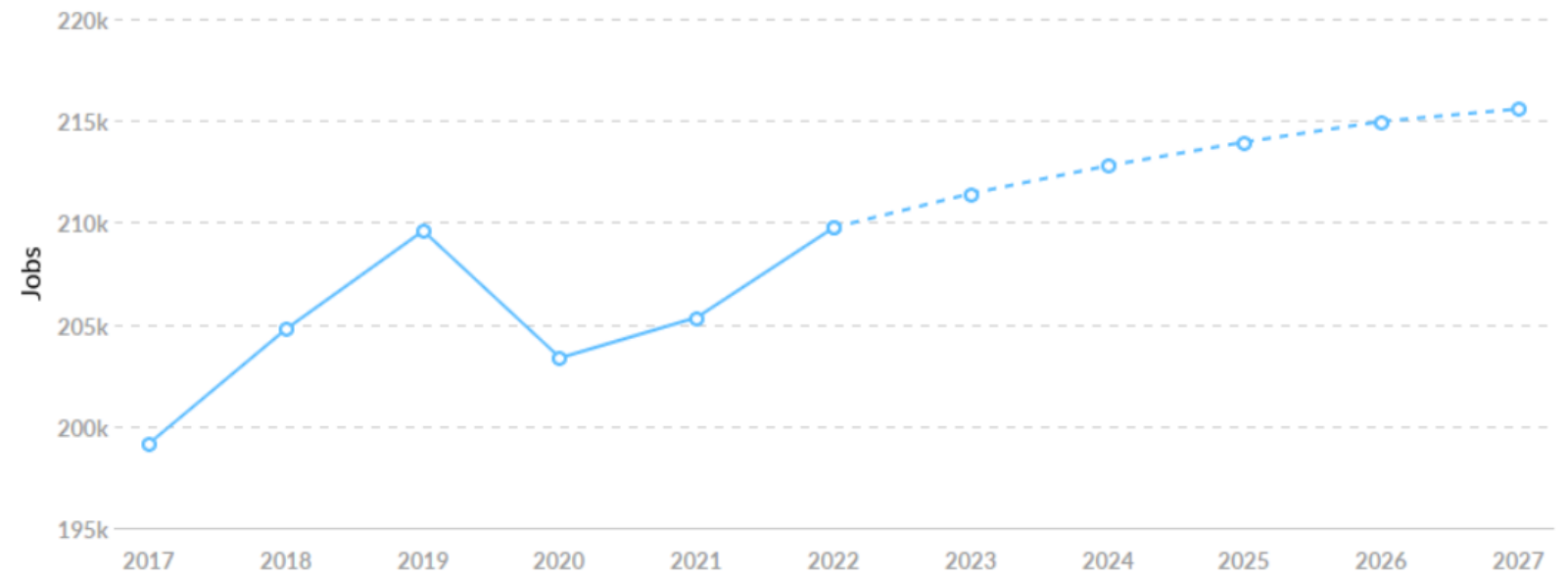
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Swindon



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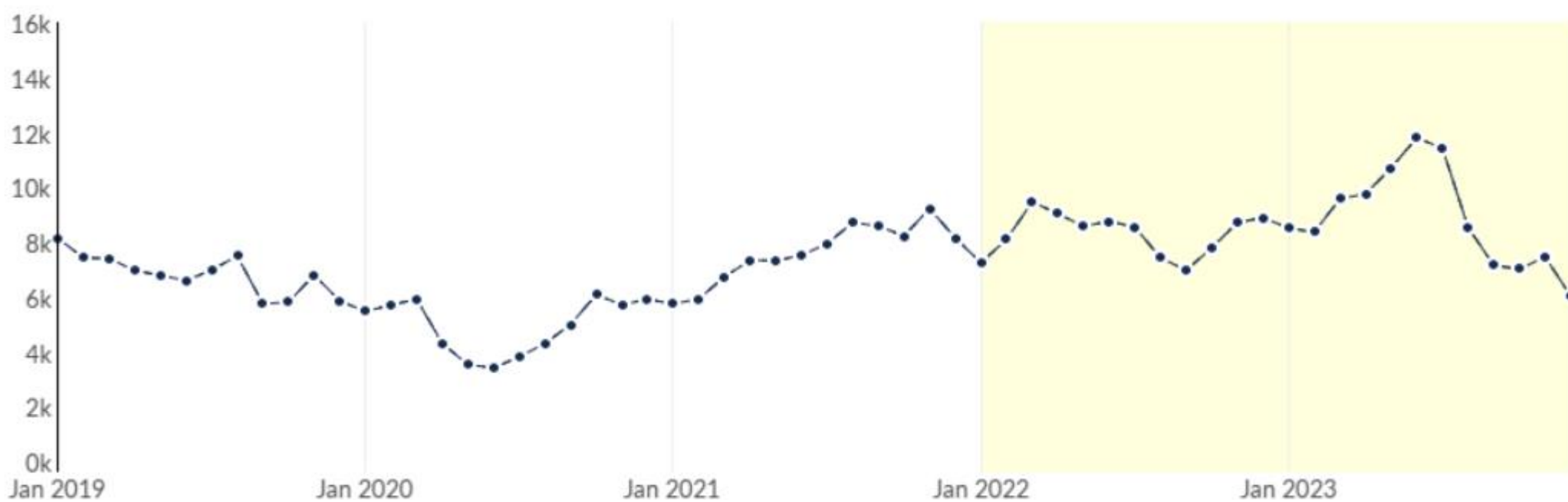


Job Trends 2017-2027

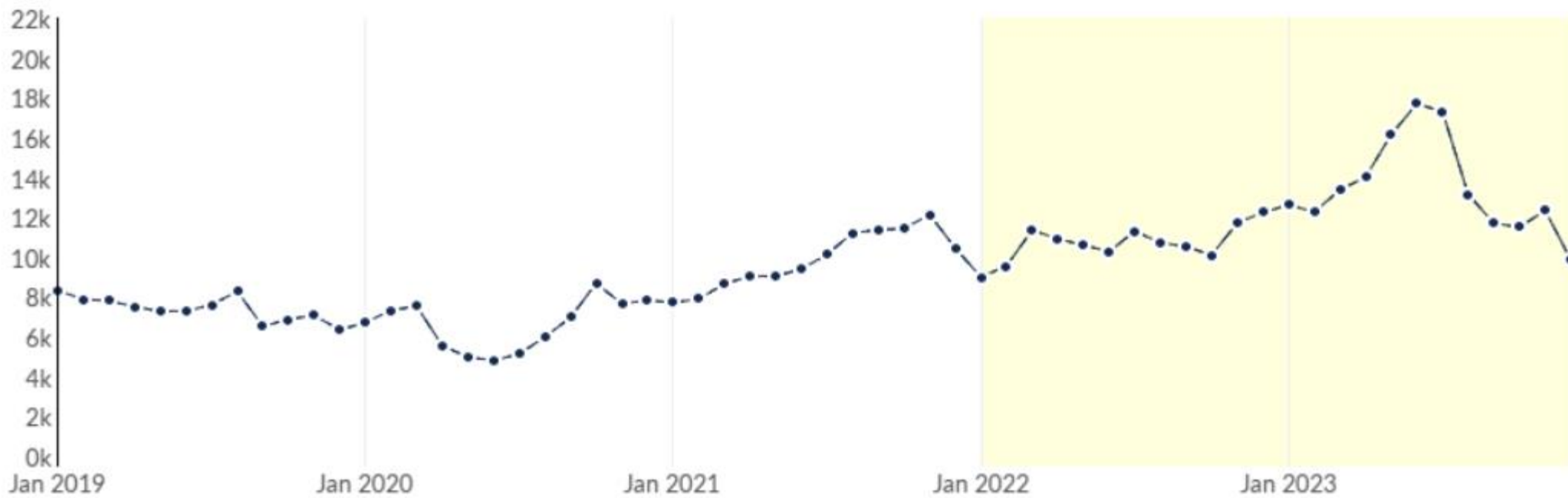
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Swindon



Wiltshire



—●— Unique Postings

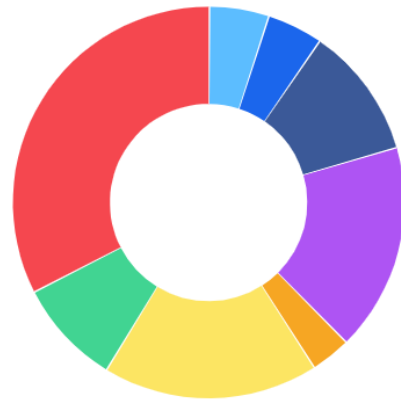
Educational Attainment 2022

Swindon



	% of Population	Population
No Qualifications (NVQ)	6.2%	8,937
Other Qualifications (NVQ)	8.1%	11,567
NVQ 1 - SCQF L4	12.8%	18,319
NVQ 2 - SCQF L5	18.5%	26,483
Trade Apprenticeships	3.9%	5,581
NVQ 3 - SCQF L6	17.6%	25,250
Higher Education Below Degree Level - SCQF L7-8	7.9%	11,253
Degree or Equivalent and Above - SCQF L9	24.9%	35,700

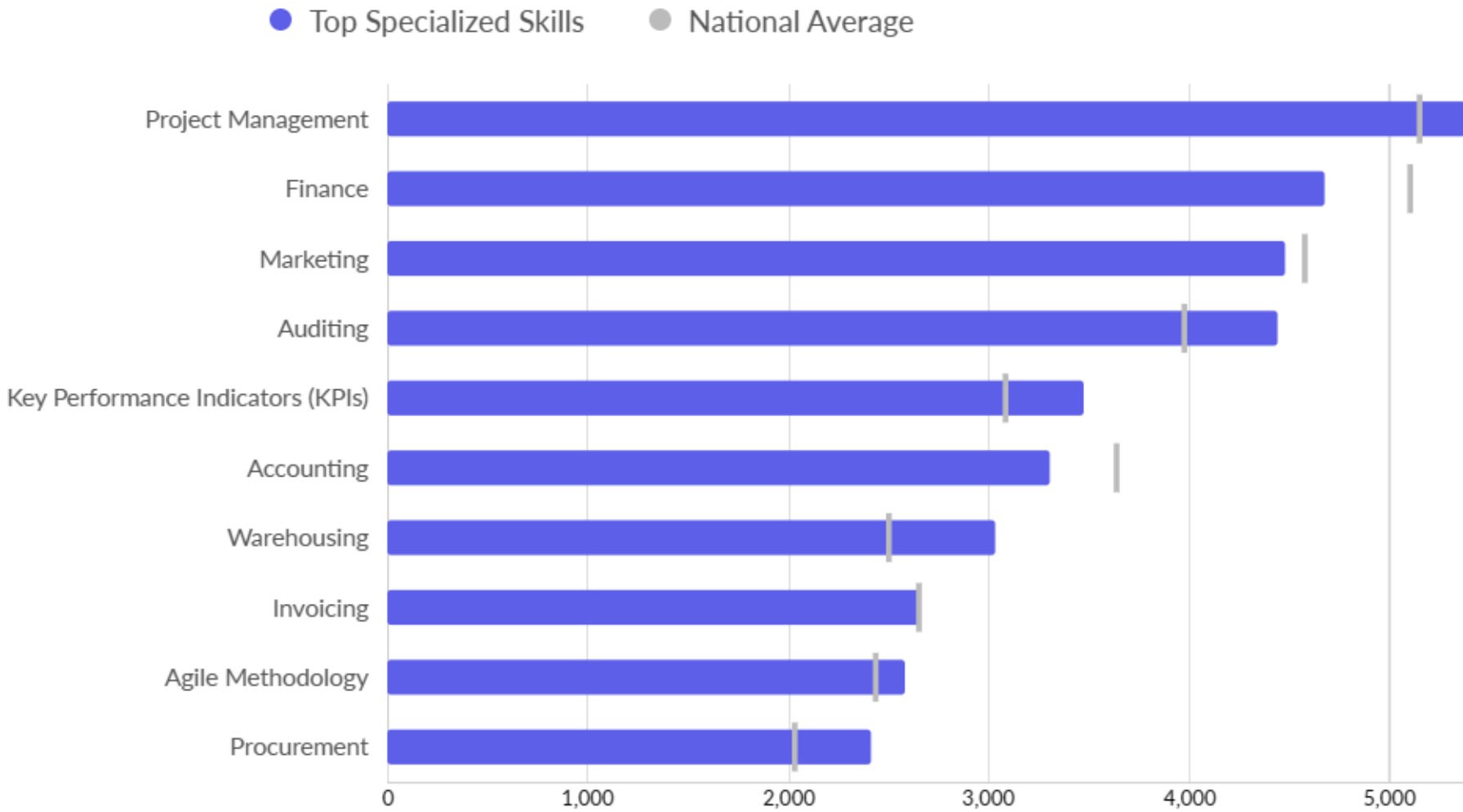
Wiltshire



	% of Population	Population
No Qualifications (NVQ)	4.9%	14,933
Other Qualifications (NVQ)	4.6%	14,026
NVQ 1 - SCQF L4	10.9%	33,052
NVQ 2 - SCQF L5	17.1%	52,102
Trade Apprenticeships	3.3%	10,065
NVQ 3 - SCQF L6	17.8%	54,045
Higher Education Below Degree Level - SCQF L7-8	8.7%	26,522
Degree or Equivalent and Above - SCQF L9	32.6%	99,159

In Demand Skills

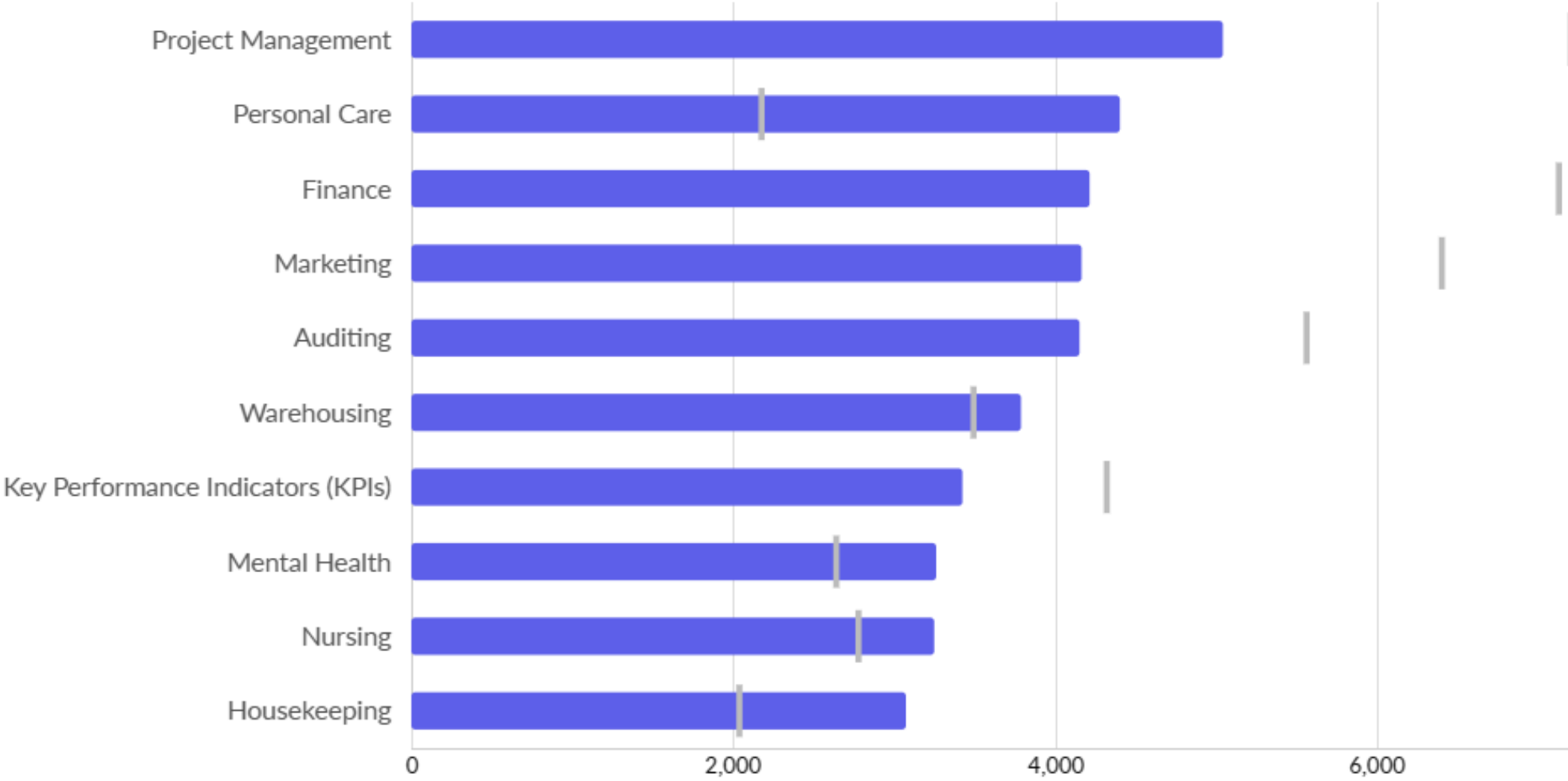
Swindon



In Demand Skills

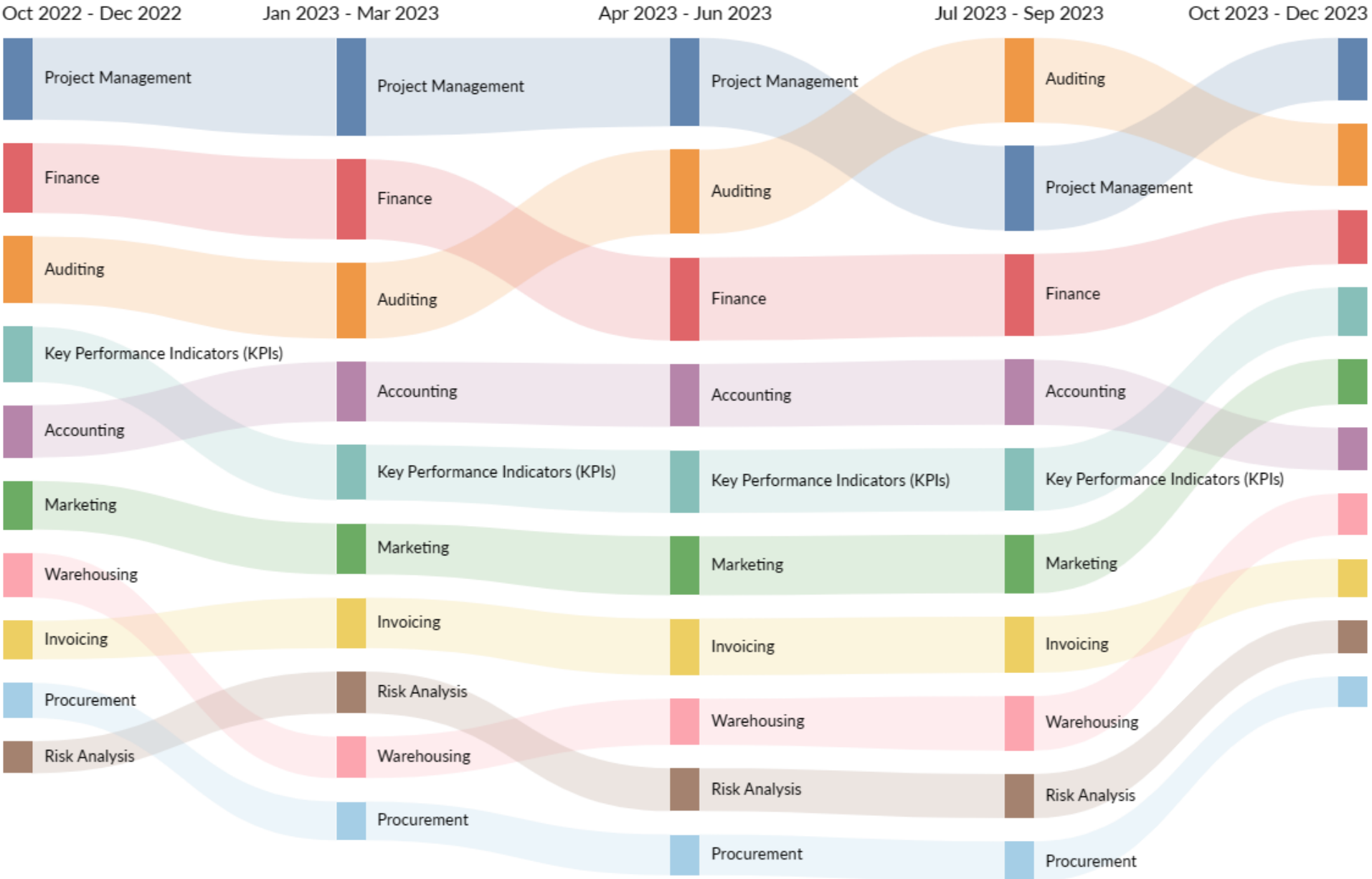
Wiltshire

● Top Specialized Skills ● National Average



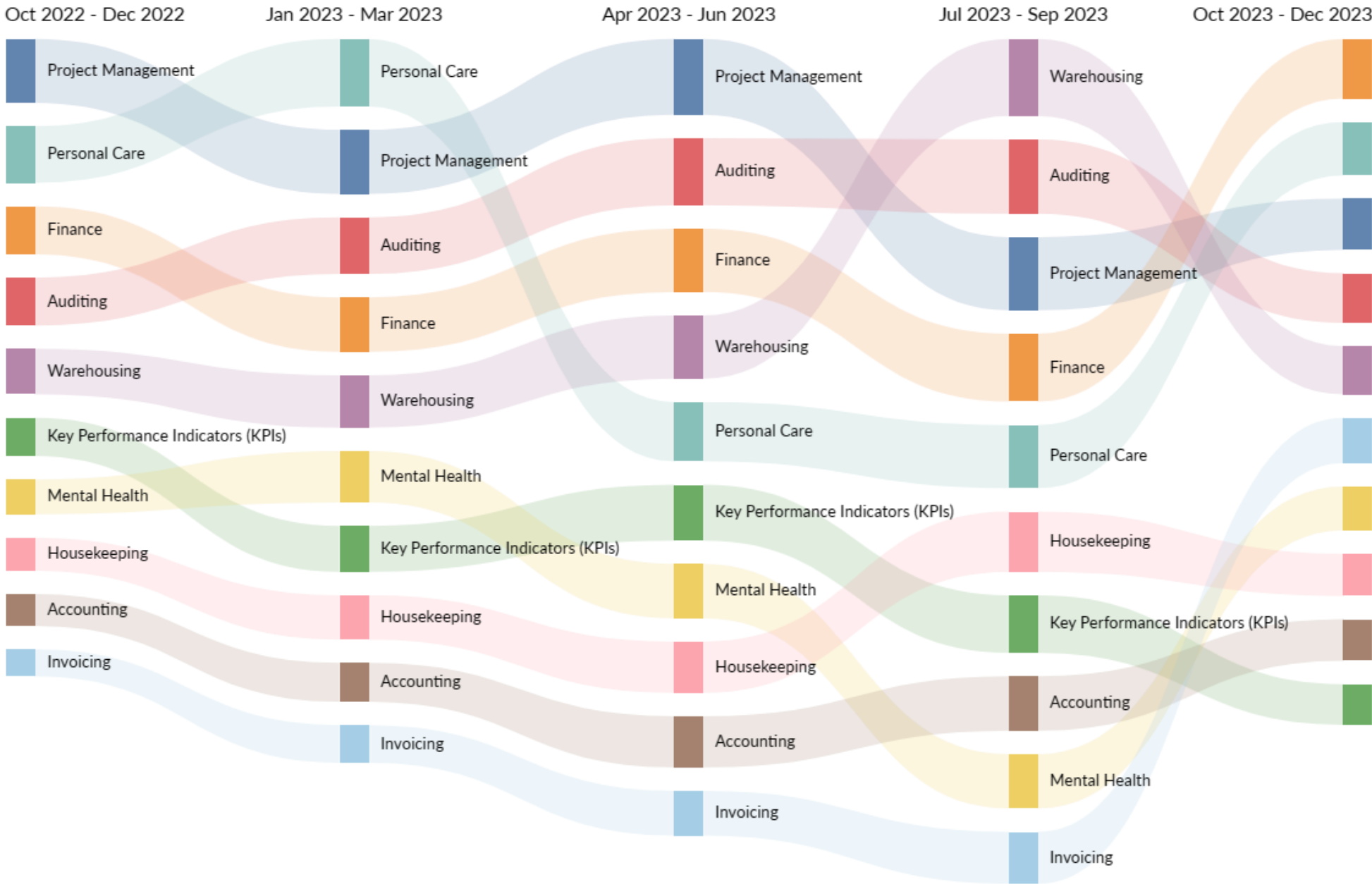
Top 10 Skills by quarter

Swindon



Top 10 Skills by quarter

Wiltshire



Top Apprenticeship Skills Swindon

Top Common Skills

Skill	Frequency in Postings	Postings with Skill / Total Postings (Jan 2021 - Dec 2023)	Frequency in Profiles	Profiles with Skill / Total Profiles (2022 - 2024)
Mathematics	66%	573 / 872	0%	0 / 177
English Language	64%	556 / 872	0%	0 / 177
Communication	48%	422 / 872	6%	11 / 177
Customer Service	31%	270 / 872	17%	30 / 177
Detail Oriented	29%	253 / 872	0%	0 / 177
Teamwork	21%	184 / 872	0%	0 / 177
Organizational Skills	20%	178 / 872	0%	0 / 177
Management	20%	172 / 872	8%	14 / 177
Problem Solving	18%	157 / 872	0%	0 / 177
Willingness To Learn	13%	112 / 872	0%	0 / 177

Top Apprenticeship Skills Wiltshire

Top Common Skills

Skill	Frequency in Postings	Postings with Skill / Total Postings (Jan 2021 - Dec 2023)	Frequency in Profiles	Profiles with Skill / Total Profiles (2022 - 2024)
Mathematics	61%	712 / 1,165	0%	0 / 92
English Language	52%	607 / 1,165	0%	0 / 92
Communication	43%	502 / 1,165	9%	8 / 92
Customer Service	27%	316 / 1,165	18%	17 / 92
Detail Oriented	23%	266 / 1,165	0%	0 / 92
Teamwork	21%	243 / 1,165	7%	6 / 92
Organizational Skills	19%	227 / 1,165	0%	0 / 92
Management	19%	225 / 1,165	20%	18 / 92
Problem Solving	17%	203 / 1,165	0%	0 / 92
Willingness To Learn	13%	154 / 1,165	0%	0 / 92



Swindon & Wiltshire
LOCAL ENTERPRISE PARTNERSHIP

Thank you

Swindon & Wiltshire Careers Hub Steering Group

February 2024

'To help every young person find their best next step.'

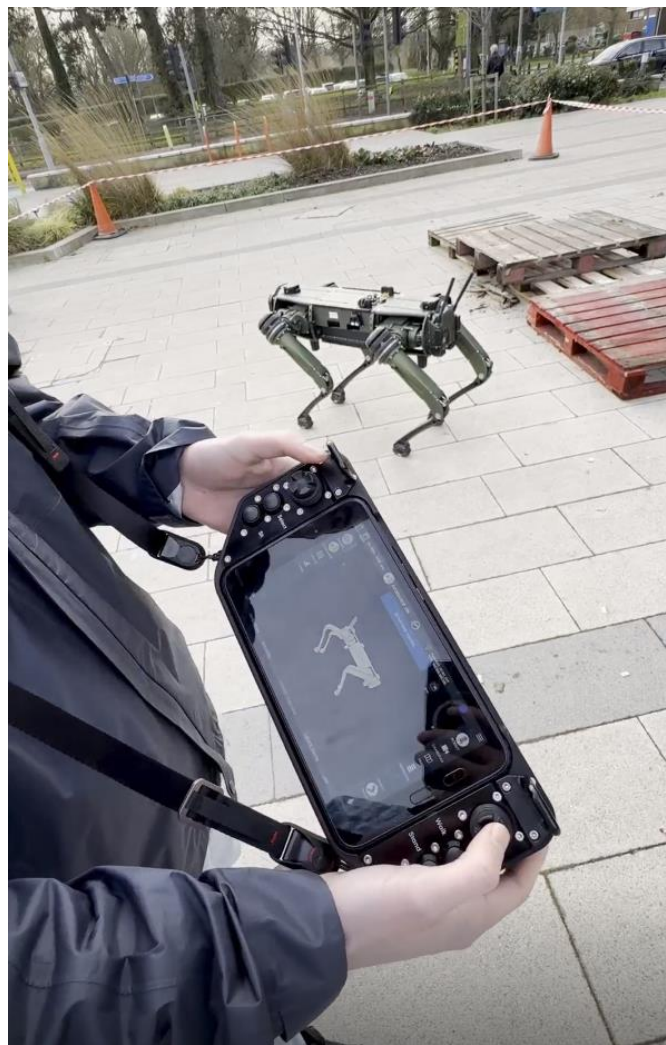
8.0 Appren-T-Fest update

- 16/11/23 – Appren-T-Fest Swindon (EOTAS and special schools)
- 24/01/24 – Appren-T-Fest Salisbury
- 02/02/24 – Appren-T-Fest Trowbridge
- 06/02/24 – Appren-T-Fest Swindon
- 07/03/24 – Appren-T-Fest Chippenham

Appren-T-Fest Salisbury

- Partner: Apprenticeships in Salisbury
- Venue: Salisbury Sixth Form College and Wiltshire College and University Centre
- 900 Students from 11 schools/college attended in the day
- 300 students and parent/carers attended in the evening
- 24 employers and providers attended, including Alabare, Atlas Planning Group, Boeing, Chemring, Go Skydive, Home Bargains, JAS Hair, Meshii, Moore Accountants, NFU Mutual, Nicholas & Harris, R. Moulding & Co, RAF, Salisbury NHS Trust, Salisbury Reds, Sopra Steria, Stonehenge Plumbing, Stones Hotel, TH White, The Army, Trethowan, UKHSA, Wiltshire Council
- <https://www.salisburyjournal.co.uk/news/24081538.thousands-attend-annual-appren-t-fest-wiltshire-college/>

Appren-T-Fest Salisbury



Appren-T-Fest Trowbridge

- Partner: Wiltshire College and University Centre
- Venue: Wiltshire College and University Centre, Trowbridge
- 500 Students from 4 schools/college attended in the day
- 100 students and parent/carers attended in the evening
- 17 employers attended, including Cereal Partners, EDF, GWR, Kaleidoscope Hotel, Knorr-Bremse, Milestone Infrastructure, Mitie, Network Rail, RAF, Selwood Housing, SPC Europe, TH White, The Army, Westek Technology, Wiltshire Council, Wiltshire Police
- <https://www.wiltshiretimes.co.uk/news/24094046.national-apprenticeship-week-event-hosted-wiltshire-college/>

Appren-T-Fest Trowbridge



Apprent-T-Fest Swindon

- Partner: New College Swindon
- Venue: STEAM Swindon
- Students from 10 schools/college attended in the day
- 1000+ students and parent/carers attended in the evening
- 34 employers and FE/training providers attended, including AECOM, Catalent, Cirencester College, Colas Rail, De Vere Hotel, Dick Lovett, Dyson, First City Group, Fish Bros, GWH, GWR, Historic England, Lockheed Martin, New College Swindon, RAF, SBC, The Army, Thermofisher, Vinchi Building, Wilson Tool, Wiltshire College, Zurich

Apprent-T-Fest Swindon



Appren-T-Fest Next steps

- Review feedback forms with partners
- Event debriefs at next Careers Hub collaboration day

9.0 ATE Framework 2024/25

- A hub-led analysis of the various factors that influence the take up of apprenticeships and technical education pathways amongst young people.
- In a nutshell: *Hubs will inform and convene employers, schools, colleges, careers professionals, and young people, to collectively agree a score for all 8 ATE Factors, reach a consensus on the single ATE Factor to focus activity on next year, and map current and future activity in the hub against the factors.*
- First ATE workshop (25 attendees) took place in May 2023 ([National report](#)).
- Informed Careers Hub ATE projects for 2023/24
- 2024/25 workshop to take place in May/June 2024.

The 8 factors that enable transitions for young people

- **Labour Market**

- **Employer need** - The need of employers for skilled workers
- **Employer willingness to offer opportunity** - The degree to which employers are offering tangible opportunity for learners through, for example, placements or apprenticeships

- **Transition**

- **Access to relevant training options** - The extent to which relevant training options are accessible in a specific place
- **Conversion rate of interest to take up** - The extent to which interest in ATE pathways is actualised
- **Promotion of ATE options** - The degree to which ATE options are promoted

The 8 factors that enable transitions for young people

- **Learner**

- **Enthusiasm for occupations with opportunities** - Young peoples' relative enthusiasm for occupations and industries which have a sufficient supply of opportunities
- **Understanding of ATE routes** - The extent to which young people identify they understand ATE routes
- **Existing skill levels match requirements for next step** - The extent to which young people are able to access ATE pathways with their existing level of skill

Swindon and Wiltshire scoring 2023

1. This is a significant barrier to ATE transitions and the evidence conclusively points to this.
 2. This is a barrier to ATE transitions and there is sufficient evidence to indicate it is restricting ATE transitions despite some positive indicators.
 3. There is a roughly equal amount of positive and negative evidence on this criteria and it is broadly neutral in terms of its impact on ATE transitions.
 4. There is positive evidence this is supporting ATE transitions despite some negative indicators.
 5. This is a significant support to ATE transitions and the evidence conclusively points to this.
- Access to relevant training options 1.6
 - Employer ability to offer opportunity 1.8
 - Enthusiasm for occupations with opportunities 2.2
 - Promotion of ATE options 2.3
 - Understanding ATE routes 2.3
 - Conversion rate to take up 2.4
 - Skills match for requirements 2.6
 - Employer need 3.8

National: Most significant supports and barriers

- Factors identified as most significant supports on average across all participating areas
 - Employer need
 - Promotion of ATE options
 - Understanding of ATE routes
- Factors identified as most significant barriers on average across all participating areas
 - Employer willingness to offer opportunity
 - Conversion of interest to take up
 - Learner skills match the requirements for next step

Process 2024/25

- Agree the stakeholder representatives who will participate.
 - Suggested optimum group size: 12
 - Representation from: employers, schools, training providers including colleges and ITPs, careers professionals, local government, and young people.
 - We could invite a subset of the May 2023 stakeholder group back for continuity.
- Share CEC data packs with stakeholders and collect stakeholder scoring before the ATE Workshop.
- At the workshop, stakeholders will use all available data to agree scores, which ATE factor to prioritise in 2024/25, and begin planning how all stakeholders can come together, through the Hub, to minimise the identified barriers.

Swindon & Wiltshire Careers Hub Insight Day Project

Jaime Williamson
Enterprise Coordinator, South Wiltshire
Jaime.Williamson@wiltshire.gov.uk

'To help every young person find their best next step.'

Insight Days form part of the wider project: Experiences of Workplaces

1. 200 **Insight Day** experiences with research and evaluation
2. 100 tailored experiences of workplaces for **SEND students**
3. 1,000 experiences of workplaces via **Challenge Day** format
4. **Employer Engagement** for SEND (and SEND in mainstream)

Insight Days: Timeline

Term 3 Jan-Feb 2024	Term 4 Feb-Mar 2024	Term 5 Apr-May 2024	Term 6 Jun-Jul 2024	Summer Jul-Aug 2024
<p>Target(s): RFQ issued. Quote agreed. MOU signed.</p>	<p>Target(s): 40 employers surveyed.</p>	<p>Target(s): Interim report shared. 10 employers recruited. Schools matched with employers.</p>	<p>Target(s): 200 students experience an Insight Day. Evaluations by students, teachers and employers.</p>	<p>Target(s): Evaluations analysed. Final report with guidance and recommendations</p>

Insight Days: Costs

Term 3 Jan-Feb 2024	Term 4 Feb-Mar 2024	Term 5 Apr-May 2024	Term 6 Jun-Jul 2024	Summer Jul-Aug 2024
Target(s): RFQ issued. Quote agreed. MOU signed.	Target(s): 40 employers surveyed. £11,675	Target(s): Interim report shared. 10 employers recruited. £9,825	Target(s): 200 students experience an Insight Day. £3,000	Target(s): Evaluations analysed. Final report with guidance and recommendations
		Total: £24,500		
		Schools matched with employers.	Evaluations by students, teachers and employers.	

What are Insight Days?

- One element of a school or college's hybrid work experience provision, to replace or complement traditional 5-day work experience placements.
- An opportunity for students to visit a workplace, to meet employer representatives, to tackle a real-world, employer-led challenge and to receive feedback from the employer.
- An opportunity for employers to showcase their business and career opportunities, to gain (free-of-charge) insight, ideas and solutions from talented young people and to build the pipeline for their future workforce.

What works: Challenge Days

- Challenge days are best run as one-day opportunities, during a school day (~9am-~3pm).
- A team of at least 2 employer representatives who can host the group, present the business, set the challenge and provide feedback. A diverse team that counters stereotypes and inspires under-represented groups is ideal.
- Open-ended challenges work best as students can work alone or in teams, and access the challenge at any level, meaning all students of all abilities succeed in delivering something to the employer.
- This offer to schools and colleges doesn't have to be onerous. It can be run with just 2 employer representatives each day. The Careers Hub team can help with ideas for challenge activities that engage young people.
- Feel free to give prizes but beware of selecting a winner as this can de-motivate others. Participation prizes (a corporate gift as a thank you for taking part) can motivate students to engage with the activity and to stick with it to achieve the end goal.

Timings*	Content/Activity	Notes
09:00-09:20	Introducing your organisation	This can be your corporate presentation/video
09:20-09:40	Introducing your team	Everyone on the team should introduce themselves, their role and their career journey – the more diverse, the better
09:40-10:00	Ice-breaker/ team activity	Choose one that matches your organisation if possible – are you creative, competitive, problem-solving, finance-driven?
10:00-10:30	Introduce the challenge	Explain clearly what you expect as an end-goal – do you want a prototype/presentation/written report/video?
10:30-11:00	Skills session	What are the key skills needed for this challenge? Can you deliver a mini training session to help students succeed?
11:00-14:00	Challenge time	Students working on challenges (alone or in groups). Employers can act as mentors or can leave and return for feedback.
14:00-15:00	Presentations and feedback	It's important that every student receives feedback on their (team's) solution.

Experiences of workplaces

- **Traditional work experience** – job shadowing placements, usually lasting 3-5 days.
- **Shorter individual placements** – 1-2 days or even half-day bite-sized placements.
- **Regular placements** – students attend your workplace on a weekly/monthly basis.
- **Group visits** – hosting a minibus (15) or class group (30) for a tour of your workplace.
- **Virtual work experience** – presenting your business to students online.
- **Challenge days** – in-school activities with a real challenge for students to work on.
- **Insight days** – like challenge days, but hosted by you in your workplace.