



KIRKCUDBRIGHT ACADEMY



Future *ME*





## **Future ME**

The FutureMe programme at Kirkcudbright Academy is designed to equip our young students with the knowledge and skills to successfully enter employment beyond school. Many of our students go on to University or Further Education, but not all, and FutureME is designed to support those students looking to progress into employment when leaving the Academy.



We want our young adults to be prepared and have the confidence to progress successfully into the workplace. Our students should be 'future-ready' with the knowledge and skills required to be successful in whatever career pathway they chose to follow.

The most successful individuals within the workplace of the future will be those who can develop and maintain a set of flexible and transferable skills which inform how to think, how to work, and how to relate to those around us.

In the future, qualifications alone won't be enough. Success will belong to those who can think critically, lead with kindness, adapt to change, and make confident decisions. FutureME ensures that every Academy Student builds:

- The skills employers value most.
- The awareness to make informed choices.
- The resilience to meet challenges with confidence.
- The character to stand out, for the right reasons.

Future-readiness: Pupils leave as confident, resilient, and agile individuals ready to make an impact.

## **The 4 FutureME Pillars**

The FutureME programme will be delivered around '4 Pillars' as outlined below, supported through elements delivered within the academic curriculum, PSHE programme and the FutureME support team.

The '4 Pillars' being:

### **1. UNDERSTANDING THE WORLD OF WORK**

"I have no idea what I want to do." "What is work?" "How do I make sure I'm employable?" FutureME helps pupils explore and answer these questions. We will provide workshops, one-to-one advice, and networking opportunities with industry professionals, alumni, and experts. These connections provide invaluable insights, helping pupils make informed decisions about their future careers.

### **2. PREPARING FOR THE WORLD OF WORK**

Once you know what you want to do beyond life at the Academy how do you go about searching and applying for that job? FutureME will equip the students with the skills to find those job opportunities, develop a strong CV and impressive application.

### **3. FINANCIAL CONFIDENCE**

Embarking on employment beyond school brings with it the need for an understanding of Money Management and the FutureMe programme aims to equip our students with a range of skills from opening a bank account to understanding interest rates.

### **4. PERSONAL BRAND DEVELOPMENT**

In the digital age, personal branding is essential to career success. FutureME offers guidance on building an authentic brand – from LinkedIn profiles and CVs to networking and body language. Pupils learn to highlight their strengths and stand out in a competitive world. At the Academy, our core values are: Honesty, Equality, Aspiration, Respect and Trust. Developing a clear understanding of personal values can have a powerful impact on professional success.

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## Programme Delivery

The FutureME programme will be offered to students who have indicated that they may progress into employment rather than further or higher education when leaving the Academy.

This will be a 'columnised' offer and students will be guided onto the programme during their Options process at the end of S4.

The programme will be delivered across 6 periods per week with the following elements being delivered across those 6 periods.

### 1. WORK EXPERIENCE

The work experience element of the programme will be timetabled for 1 afternoon each week with students applying for a work placement in a similar fashion as applying for a job. They will select a placement from a menu of opportunities supplied by local employers, submit a CV and letter of application and attend an interview for selection.

### 2. PREPARATION FOR EMPLOYMENT

This element of the course will be delivered during 1 double period per week and will involve the students researching employment opportunities matched to their own skills and interests. They will be required to produce and maintain a CV and job application letter for a suitable placement. There will also be a focus on interview skills and networking opportunities with local employers.

### 3. EMPLOYABILITY SKILLS

During the remaining 2 periods students will focus on developing 'Employability Skills' such as the use of IT and the developing an 'online profile'. It will also focus on the areas of financial education and time management skills.

It is envisaged that these elements will be delivered using:

- School Staff.
- SDS and DYW.
- Visiting specialists and local employers.

**FutureME Unit's**

As students progress through the programme they will accululate a series of Unit Awards related to the content of the course.

Below are examples of 4 Units that will be available to students to complete, these units are Level 4 awards, others are available at level 5 if required.

Unit title: **Work Placement**

Unit code: HF88

On successful completion of the Unit the learner will be able to:

1. Plan and complete a work placement.
2. Demonstrate appropriate behaviours and attitudes during the work placement.
3. Review progress and learning gained in the workplace.

Unit title: **Practical Skills for Employment**

Unit code: HX50

On successful completion of the unit the learner will be able to:

1. Investigate the importance of professional behaviour and personal appearance in a work environment.
2. Manage self during work placement.
3. Organise own personal finance in line with employer requirements.
4. Investigate the company you are working for.
5. Demonstrate effective completion of own role and describe the tasks you perform.

Unit title: **Developing Skills for Employment**

Unit code: F5G4 10

On successful completion of the Unit the learner will be able to:

1. Produce a Curriculum Vitae.
2. Match personal qualities and abilities to employment opportunities.
3. Participate in the job application process for a specified job role.

Unit title: **Personal Finance: An Introduction**

Unit code: J2ET

1. Describe the use of bank accounts and different methods of borrowing and payment.
2. Describe different forms of employment contract, income and income deductions
3. Set a straightforward household budget and identify the effect of potential savings and
4. overspends.
5. Investigate financial risks and security issues that can affect personal finances.

## Partnership Working

The delivery and success of this programme depends on partnership working involving the following:

- SDS can provide opportunities and advice to students on elements of 'preparation for employment' and 'employability skills', supporting interview skills and networking opportunities.
- Local Employers are key to the effective delivery of the work experience element by engaging with the provision and assessment of work placement opportunities.
- External Providers, such as 'Lets Get Employed', are also key to the delivery of 'preparation for employment' and 'employability skills', bringing 'real life experiences' students can relate to.
- Past Pupils, can also provide that real life experiences giving advice around employment opportunities and career pathways.

