

CWW audit of range statements: Post-16

Check code: 1 = Achieved, 2 = Minor changes needed, 3 = Major changes needed, 4 = Not yet in place

Range statement	Activities ✓ tick if whole cohort	Staff	CWW skills	Other skills	Check	Action required
Personal achievement						
1. Review their achievements and their work/career/study plans.						
2. Continue to develop an ongoing curriculum vitae (CV) based on their achievements, experiences, interests and skills in order to enhance their employability.						
Seeking information						
3. Research and evaluate a range of information about careers and the labour market within Wales.						
4. Explore how opportunities in Britain, Europe and the rest of the world might impact upon their career ideas.						

5. Expand their knowledge of business and self-employment opportunities in order to inform their career horizons.						
6. Discuss the impact of current trends in working patterns on their career plans.						
Understanding the world of work						
7. Discuss the benefits that diversity can bring to the workplace and the disadvantages that can be created by stereotyping.						
8. Engage in activities that encourage an entrepreneurial approach to work and wealth creation.						
9. Understand their responsibilities and rights as employees and know how to follow safe working practices.						
10. Use work-focused experiences to gain a better understanding of what skills and qualities employers require and any implications for their career/work plans.						

Guidance						
11. Access and analyse realistic, impartial guidance on education/career/work routes.						
12. Consider the financial and lifestyle implications of their career ideas.						
Making and implementing decisions						
13. Understand, analyse and make decisions about individual pathways in education, training and work.						
14. Be able to explain and justify their choices both to their peers and to appropriate adults.						
15. Review, synthesise and present information about themselves in relation to learning and work in order to negotiate a career plan.						
16. Promote a positive self-image in a range of formal situations including applications and attending interviews.						