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| **COURSE OVERVIEW** |

The JET Academy will provide you with opportunities to access vocational training, develop skills for the work place and gain a qualification. JET is ideal for if you are considering a vocational route on leaving school. There are 3 different parts to the programme.

**1. JET Class:**  This is in school for one period per week where you will work towards an NPA Level 4/5 Enterprise and Employability Award.

**2.Training:** Edinburgh College and otherpartners offer the opportunity to prepare for the work place. Every Friday from September to December you will attend a Training Pathway and learn about what employers are looking for and the tasks you will be undertaking while on placement and gain some basic industry specific skills and knowledge to help you with this.

**3. Placement:** Placement will start in the new year and take place every Friday, you will be expected to travel to placement and attend for a full day.

During the programme you will learn about leadership, teamwork, problem solving, timekeeping and responsibility.

**JET CLASS**

You will be expected to attend JET class every week and work towards gaining an employability qualification. This qualification will help you to prepare for your work placement and have a better understanding of what to expect in the workplace. You will also check in with your JET coordinator while at class and they will help you to make the most of your training pathway and work placement and can support you to identify your next steps after you have finished school. Topics covered in JET class will include:

* Rights, responsibilities and behaviour in the work place
* Thinking about and identifying your own skills and qualities
* Job search skills, CV writing and interview practice

**TRAINING PATHWAY**

Training pathways will run every Friday and all pupils are expected to attend a vocational training opportunity from September to December before progression onto a related work placement opportunity or related course in the new year. Training Pathways are mainly delivered by Edinburgh College along with some other partners such as Edinburgh Leisure. Sectors we have training pathways for include:

* Sport and Leisure
* Film Making
* Childcare
* Construction
* Automotive Engineering
* Health and Social Care

**PLACEMENT**

Placements run every Friday from January to May and you may be expected to work full days. Work is a different environment to school and a placement will give you an opportunity to work in a business and find out what employers are looking for. Your training opportunity will also have given you an idea of the skills that may be required while on placement. As you are under 16 there are limits to what you can take part in – for example working at heights, working on a building site and working with chemicals. Some placements currently on offer:

* Maintenance/Supporting tradesmen
* Childcare in nursery’s and primary schools
* Hairdressers
* Cooking/Hospitality

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| **WHAT YOU WILL LEARN** |

* Career Management skills
* Enhance awareness of your own skills and personal qualities.
* Increase ability to plan and review.
* Learn to self-reflect and review personal performance.
* Introduction to the concept of Enterprise and Employability and develop skills in these areas.
* Develop Core Skills in problem solving.
* Introduce the concept of self-employment

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| **MINIMUM REQUIREMENTS** |

* S4 or S5
* Able to have full attendance (school attendance of at least 85%) and commit to one JET class per week and a full day Friday for training or placement for the full year
* Able to travel independently
* Able to behave appropriately with peers and in the work place
* Working at SCQF Level 3/4 (supported to gain Level 3 English)
* Interested in a vocational pathway – FA, MA or college for example

**KEY DATES**

**March - JET information sessions**: We believe that you need to know what something is before you can make your mind up. Please come to one of these sessions in March to hear more about JET and ask any questions you may have.

**April – Applications:** Once you have decided that JET is right for you we need to complete and return an application form, so we know more about you and what you are interested in.

**May - Interviews:** Every year the programme is oversubscribed, we hold interviews to find out what you want to get out of the programme.

**September – Training Pathways:** Training pathways will begin the first Friday in September; your JET coordinator will visit you in class after the summer break and provide information on this.

**January – Placements:** Placements will begin in January, although you will have met with your employer before this date. Full attendance at your Training Pathway is required before you are allocated a placement.

**PROGRESSION ROUTES**

Pupils who complete the programme can progress in school, onto a Modern Apprenticeship or to college or other training provision.