

## **CAREERS EDUCATION AND GUIDANCE AT RANGE: INFORMATION FOR EMPLOYERS**

### **Careers Education**

There is a comprehensive careers education programme which starts in Year 7 and carries on through to Year 13. The programme has three strands: self-awareness and development, career exploration and career management, All three strands are covered in each year group. As part of this, we are keen to engage with local employers in order to keep staff and students up-to-date with current labour market information. Students undertake work experience in Year 12 and we welcome employers from a variety of sectors into to schools to give talks and to provide opportunities for our students to network and make contacts.

### **Careers Guidance**

All our students have at least one Careers interview with a professional, independent Careers Adviser who visits school twice a week. Careers interviews help students to put their Career plans into action and give them a chance to ask any questions which they have following their careers lessons. ***As a school, we are keen to include local employers' contributions to our careers programme. Local employers who would like to contribute in any way to any of the sessions below, or suggest alternative ones, should contact the careers co-ordinator, Rachel Gooding on 01704 879315.***

## **CORE CAREERS PROGRAMME TOPICS (CAREERS HOUR)**

### **Year 7**

- Skills and qualities (SA)
- Building a personal profile (SA)
- Visual CV (CM)
- The world of work and stereotyping – LMI (CE)
- Job research – LMI and matching skills and qualities – introducing the JED (CE)
- Job and career types – LMI (CE)
- Jobs and skills
- Routes in education and work

### **Year 8**

- Career values (SA)
- The value of an education (CE)
- Interpersonal skills (SA)
- Team work challenge (SA)
- Green careers (CE)
- NHS Careers Competition (CE)
- Target setting
- What happens after Year 11 – with Ask service
- Careers Fair – including representatives of training organisations, FE colleges and HE

### **Year 9**

- Skills and qualities re-visited (SA)
- Options at 14 (CE)
- Self-awareness and LMI (SA/CE)
- Options logistics (CM)
- Survival – simulation game – decision-making /teamwork (SA)
- What is entrepreneurship? (CE)
- Careers and the world of work – including local FE provider
- Team problem-solving activity

### **Year 10**

- Careers language and work values revisited (SA)
- Stereotyping in the workplace (CE)
- What do employers want? Rights and responsibilities at work (CE)
- Employer encounter - sector varies (CE)
- Options at 16 (CE)
- Careers and criminality (CM)
- Places to look for careers information
- Apprenticeships research (CE)
- Careers Fair – including representatives of training organisations, FE colleges and HE

### **Year 11**

- Options at 16 revisited (CE)
- Planning for the future (SA,CM)
- Personal finance (CM)
- FE college and training providers panel (CE)
- CV workshop (CM)
- Financial matters (CM)

### **Year 12**

- Transition in 6<sup>th</sup> Form – What makes a successful student? (SA)
- HE v apprenticeship 1 (CE/SA)
- HE v. apprenticeship 2 (CE/SA)
- Study skills for sixth form and university – note-taking (SA)
- Choosing a university (CM)
- Employer encounter - degree apprenticeship talk (CE)
- Applying for university courses and apprenticeships (SA/CM)
- Personal statement writing with a local university (SA/CM)

### **Year 13**

- Course search, apprenticeship search and personal statements 1 (CE/SA)
- Course search, apprenticeship search and personal statements 2 (CE/SA)
- Interview skills (CM)
- NASA simulation – decision-making and team work (SA)
- Employability (CE/SA)
- Transition to university – Sheffield University or another university session (CE)
- Apprenticeships Fair

*SA – self-awareness*

*CE – career exploration*

*CM – career management*

### **Additional careers activities:**

KS 3 – careers insight evenings (from Y9) – for students interested in each sector and their parents

K.S. 4 - mock interviews, workplace visits, at least one careers interview for all students, careers insight evenings for students interested in each sector and their parent, apprenticeships fair at a local college for those considering an apprenticeship, careers fair, sixth form taster day

K.S. 5 – UCAS Fair (Y12), support with UCAS applications, mock interviews for vocational university courses, Oxbridge workshop, targeted work experience for all students, careers interviews on request or by referral, careers insight evenings for students interested in each sector and their parents, higher education evening (for Y12 students and parents)

Subject departments also include careers related content in lessons, including employer encounters. For 2021-2, these employer encounters include: The Whitechapel Centre - homelessness charity (English Faculty – Y7), Taylor Shaw – catering company (Design and Technology Faculty – Y8), Careers in the Arts Fair (P.E. and Expressive Arts Faculty- Y9)