

INFORMATION ABOUT THE CAREERS PROGRAMME FOR TRUSTEES

The careers programme aims to meet the needs of students in time when the job market is changing rapidly. This is done through a core careers programme, careers guidance interviews and additional events. The programme starts in Year 7 and goes through to Year 13. All students take part. The core programme focuses on the three strands of self-awareness, career exploration and career management. Further and higher education providers and employers/ employees contribute to both the core programme and additional activities. Careers guidance interviews, with an independent careers adviser, take place for all students in Y11 and on request for sixth form students or students in other year groups. The careers adviser attends annual reviews for students with special educational needs in K.S. 4 and K.S. 5. The careers department has a link trustee.

Trustees, who are often employers or employees are encouraged to get involved in careers activities at school. They should contact the careers co-ordinator, Rachel Gooding, on 01704 879315 with any suggestions for the programme.

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 6th 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)