

Collingwood College Careers Strategy 2019-2021

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A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them to make informed decisions about learning and work that are right for them and to be able to manage their careers throughout their lives. Following the Department for Education's document in 2017 'Careers Strategy: making the most of everyone's skills and talents' the College has developed a range of Careers opportunities that are tightly linked to the Gatsby Benchmarks.

At Collingwood College, we will offer Careers Education to all students in all year groups.

The programme will support them to:

- Develop their knowledge and understanding of the changing nature of work, learning and career;
- Extend their understanding of opportunities in learning and work;
- Make good use of information and guidance;
- Develop and use their self-knowledge when thinking about and making, course and other choices;
- Develop and use the skills they need to review achievements, plan future actions, make decisions, present themselves and cope with change and transition;
- Develop themselves and their ability to explore careers;
- Develop their ability to become independent enquirers, allowing them to take responsibility for managing their own career path;

Guidance

Guidance is provided by the Information, Advice and Guidance Co-ordinator and U-Explore and includes individual and/or group activities. All staff should, when approached by students, respond with appropriate guidance and support. All guidance aims to be impartial, confidential (within procedure guidelines), and responsive to students' needs and based on the principle of equality. Guidance will follow the Career Development Institute (CDI's) Code of Ethical Principles.

Curriculum Provision

By the end of Key Stage 3, all students will have:

- Accessed the Collingwood Careers website and web-based resources;
- An understanding of themselves (personal characteristics, abilities, interests, potential, weaknesses and limitations).
- Used the research information about opportunities to help them make choices about post-14 courses and learning programmes;
- Received appropriate advice and guidance on post-14 choices.
- An understanding of how to use Labour Market Information to inform future career pathways.
- Attended at least one careers fair.
- Accessed subject specific careers information within curriculum time.
- Attend a Kidzania (experience through Enterprise days, used U-xplore to research careers, exploring learning styles, skills, action planning and stereotypes).
- Used U-xplore to record details of careers interviews, transferrable skills, employability skills, choices, subject choices.
- Explored destinations, job markets and working environments

By the end of Key Stage 4, all students will have:

- Enhanced their self-knowledge and career management and other employability skills;
- Used the other resources to investigate future choices including apprenticeship options and explore alternative routes to their goals;
- Accessed advice, guidance and support to help them firm up their choices and think about the implications;
- Accessed information about how to gain experience of work out of term-time;
- A clear understanding of the requirements to continue in Education or Training until their 18th birthday;
- A clear understanding of the importance of achieving a Grade 4/5 or above in English Language and Mathematics;
- Chosen and applied for an appropriate opportunity and, if necessary, financial support;
- Made a back-up plan in case things go better or worse than expected;
- Identified where to get help in the future.
- Attended at least one careers fair.
- Accessed subject specific careers information within curriculum time.
- An understanding of how to market yourself, make applications and examine selection processes
- The ability to record details of careers interviews, exploring risks and rewards, examine money and budgeting and understand the importance of being resilient

By the end of Key Stage 5, all students will have:

- Extended their self-knowledge, career exploration, career management, key and other employability skills;
- Devised a set of personal criteria to help them identify appropriate routes to their goals;
- Accessed information about how to gain appropriate experience of work. Year 12 and 13 students are encouraged to organise their own placements and complete them out of term-time;
- Researched, evaluated, obtained guidance on, chosen and applied for an appropriate opportunity including apprenticeship options and, if necessary, financial support;
- Made a back-up plan in case things go better or worse than expected;
- Identified where to get help in the future.
- Attended at least one careers fair.
- Accessed subject specific careers information within curriculum time.
- Visited two different universities and had the chance to explore alternatives.
- Understand how to make an UCAS or Apprenticeship application.

The expectation is that schools will work towards the Gatsby Benchmarks and meet them by the end of 2020.

Gatsby Benchmark	Requirements	Examples of School Provision Links with school's careers programme
A stable careers programme	Embedded programme of careers education and guidance that is known and understood by pupils, parents, teaching staff, governors and employers	<ul style="list-style-type: none"> • Careers plan available on website for each year group that scaffolds up careers advice and experiences. • Embedded careers information within all subjects at all levels • Resources available on website
Learning from careers and labour market information	Access to high quality information about future study options and labour market opportunities. Support from an informed adviser to make best use of available information.	<ul style="list-style-type: none"> • Access to appropriate information and resources on the internet, books and leaflets • Year 7, 8 & 9 core IT lessons focus on Labour Market Information (LMI) via the START Programme. • Year 10 PRC lessons will include LMI and careers information. • Year 11 via Wellbeing sessions in registration. • Information for parents via letter/portal signing posting to LMI information
Addressing the needs of the pupils	Opportunities for advice and support to be tailored to the bespoke needs of each pupil. Programme to embed equality and diversity considerations throughout	<ul style="list-style-type: none"> • Subject specific careers resources used to challenge stereotypes and raise aspirations across all subjects and key stages • Promotion of STEM activities to girls, • Systematic records kept for each students' careers advice
Linking curriculum learning to careers	Teachers to link curriculum learning with careers. STEM subjects to highlight relevance of SYEM subjects for a wide range of careers paths.	<ul style="list-style-type: none"> • STEM subjects ensure future careers paths are embedded into the teaching curriculum • Bi-annual Careers Fair for all year groups • Activities and events for all year groups during Collingwood Careers Week (CCW) October and National Careers Week (NCW) in March
Encounters with employers and employees	Multiple opportunities to learn from employers about work, employment and the skills that are valued in the work place.	<ul style="list-style-type: none"> • Bi-annual careers fair • During CCW & NCW employers are invited to assemblies for each year group • Staff to talk to students in assemblies about career pathways • Year 8, 9 and 11 options assemblies to focus on career pathways for subjects • All subject areas invite industry representatives at least once per year/per year group to talk to students/lead an activity
Experiences of workplaces	First hand experiences of work places through work visits, work shadowing and/or work experience.	<ul style="list-style-type: none"> • Students are encouraged to complete any work experience during the school holidays.
Encounters with further and higher education	All pupils should understand the full range of opportunities that are available to them	<ul style="list-style-type: none"> • Year 12 students take part in two trips to universities (Nov and July) • Assembly talks for all year groups from local FE/HE providers.
Personal guidance	Opportunities for guidance with a careers adviser, internal or external, timed to meet individual needs	<ul style="list-style-type: none"> • All students' have a careers interview in years 8, 9 and 11

Careers Programme Years 7 – 13

	Yr 7	Yr 8	Yr 9	Yr 10	Yr 11	Yr 12	Yr 13
September				Staff Assembly	Well being		Meet the Tutor
ARD							
October			HEON - steps to success		Well being		
Careers Fair - Nov	Bi-annual Careers Fair	Bi-annual Careers Fair	Bi-annual Careers Fair	Bi-annual Careers Fair	Bi-annual Careers Fair	Bi-annual Careers Fair	Bi-annual Careers Fair
November		Staff Assembly	well being	Ent day - Gravity Force Carees talk	Alps/ASK workshop	Enteprise day - Uni Visits	
		Core IT lessons	Core IT lessons			School Leavers Fair - Ascot	
December			well being Options		Post 16 interviews		
January	Core IT lessons	Well being Options	Options Interviews				
February		Options Interviews			Staff Assembly		
NCW	National Careers Week	National Careers Week	National Careers Week	National Careers Week	National Careers Week	National Careers Week	National Careers Week
March	Staff Assembly			Apprentice Fair (3/4)			
ARD							
April				well being			
May			Staff Assembly	well being			
June	Well being			Sixth form taster day	Sixth form induction	Staff Assembly	
July	Enteprise Day - Siliverstone			PRC lessons - careers		Enteprise uni visit	
August					GCSE Results		A level results

IAG	Information, Advice and Guidance
STEM	Science, Technology, Engineering and Maths
NCW	National Careers Week
CCW	Collingwood Careers Week
LMI	Labour Market Information