



Overview of Careers Strategy 2019-2020

An overview of the Careers Strategy for students, parents, teachers and other stakeholders visiting this webpage

Year 7					
Year Group Outcomes:		Occupations & Job Skills			
Year Group Theme:		Job Families			
Careers Guidance Activities					
Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Kudos Research 2½ hours	Group presentation of specific 'Industries' research Benchmark 2	All students within LfL lessons: <ul style="list-style-type: none"> students in small groups explore the 'Industries' section of Kudos, and create a poster / presentation of the variety of jobs and careers within one area 	Kudos subscription	Students are able to discuss their findings with the class	Jul
National Careers Week Linking subjects to careers within curriculum areas	Students to be introduced to how subject skills and knowledge link to careers Benchmarks 2 and 4	All students within lessons across the school: <ul style="list-style-type: none"> starters and plenaries from https://icould.com/ highlighting job roles and LMI 	https://icould.com/	Students to begin to discuss links from subject skills to specific jobs / careers	Mar

Year 8

Year Group Outcomes:

Occupations & Skills

Year Group Theme:

Introduction to Careers / Personal Skills and Attributes / Occupational Families

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
<p>Fast Tomato - Introduction to Careers</p> <p>2½ hours</p>	<p>To explore results of Fast Tomato careers programme, careers leaflet produced</p> <p>Benchmarks 2, 3 and 4</p>	<p>All students in LfL lessons:</p> <ul style="list-style-type: none"> Fast Tomato - students explore this online programme, creating an account that can be accessed in the coming years. They get results of their personal skills and attributes, including an assessment of their likes and dislike, and some job ideas for them to explore. Students create an information leaflet based on one job including qualifications required, training, qualities and LMI 	<p>Fast Tomato annual subscription</p>	<p>Students are able to discuss their skills and present their initial job ideas.</p>	<p>Jun</p>
<p>Learn to Earn</p> <p>6 hours</p>	<p>To explore job families / occupational areas / individual response to money and budgeting.</p> <p>Students engage in the whole day activity and complete the bespoke booklets</p> <p>Benchmarks 2, 3 and 5</p>	<p>All students within Activities Week</p> <ul style="list-style-type: none"> Learn to Earn is a careers and enterprise whole day activity run by Young Enterprise. Supported by local employers who also attend. 	<p>Young Enterprise Trainer, local employer and resources booklets for whole year group</p>	<p>Completion of the booklet, showing progress over the day</p>	<p>Jul</p>

<p>National Careers Week</p> <p>Linking subjects to careers within curriculum areas</p>	<p>Students to further explore how subject skills and knowledge link to careers</p> <p>Benchmarks 2 and 4</p>	<p>All students within curriculum lessons across the school:</p> <ul style="list-style-type: none"> starters and plenaries from https://icould.com/ highlighting job roles and LMI 	<p>https://icould.com/</p>	<p>Students to discuss to discuss links from subject skills to specific jobs / careers</p>	<p>Mar</p>
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Year 9

Year Group Outcomes:

Making informed Post 14 Choices

Year Group Theme:

Post 14 Options

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Introduction to Careers Library 1¼ hours	Students will know how to access careers related resources Benchmark 3	All students within LfL lessons: <ul style="list-style-type: none"> to visit Careers Library to engage with various careers resources 	Careers Library / Librarian	Students independently accessing careers resources	Nov / Dec
Fast Tomato Review 1¼ hours	Review of their Year 8 FT profile Benchmarks 2, 3 and 4	All students within LfL lessons: <ul style="list-style-type: none"> A session to further explore and reflect on Year 8 work 	Fast Tomato	Students can access the resources to help inform Post 14 options	Dec / Jan
Post 14 Options booklet discussion and exploration 1¼ hours plus form time	Students make informed decisions about their Post 14 options Benchmarks 2, 3 and 4	All students within LfL lessons: <ul style="list-style-type: none"> A session to help support subject choices for Post 14 	Post 14 booklet	Options returned on time and carefully considered	Jan / Feb
Post 14 Evening	Students & parents understand the range of GCSE options and informed choices are made Benchmarks 2, 3 and 4	All students <ul style="list-style-type: none"> An evening delivered by AHOY and SLT for all students Subject departments offering information about GCSE subjects including links to careers 	Post 14 Presentation	Options returned on time and carefully considered	Jan

Individual Learning Plans (ILPs) 1½ hours	Students create SMART targets for their future Benchmarks 3 and 8	All students in LFL lessons: <ul style="list-style-type: none"> • prepare for their ILP meetings • meet in small groups with the Careers Co-ordinator 	Target Sheets Time for whole year group to meet the Careers Co-ordinator in groups of no more than 5	Completion of Meetings and paperwork	Jan / Feb
Attendance at School Careers Fair	Students gain knowledge of possible career opportunities in our local and regional area and beyond Benchmarks 2, 3, 4, 5 and 7	All students attend during a lesson: <ul style="list-style-type: none"> • Students are briefed and given research activities to complete, including discussion with employers, FE and HE providers 	Skills Service support Staffing	Students gain knowledge of local and regional career opportunities, HE and FE institutions, and can link this to their option choices.	May
National Careers Week Linking subjects to careers within curriculum areas	Students to further explore how subject skills and knowledge link to careers Benchmarks 2 and 4	All students within lessons across the school: <ul style="list-style-type: none"> • starters and plenaries from https://icould.com/ highlighting job roles and LMI • Success@School lesson resources 	https://icould.com/ Success at School lesson resources	Students to discuss links from subject skills to specific jobs / careers	Mar

Year 10

Year Group Outcomes:

Introducing and establishing employability skills

Year Group Theme:

Preparation for future employment and work experience

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Kudos research 1¼ hours	Profile created and explored Benchmarks 2, 3 and 4	All students in LfL lessons: <ul style="list-style-type: none"> Kudos computer programme, assessment of skills / qualities for jobs, LMI 	Kudos Subscription	Choice of job role completed for mock interview	Apr / May
CV and letters of application 2½ hours	All students complete a CV and letter of application Benchmarks 3 and 6	All students in LfL lessons: <ul style="list-style-type: none"> Students apply for a 'job' - this form the basis of prep work for the employability skills day in Year 11 (or prep for work experience) 	CV and letters of application - writing frames ICT facilities	Completed application submitted on time	May / Jun
Individual Learning Plans (ILPs) 1½ hours	Students complete SMART target Review Benchmarks 2, 3, 4 and 8	All students in LfL lessons: <ul style="list-style-type: none"> Students review their SMART targets. They then meet in small groups with the Careers Co-ordinator	Target Sheets Time for whole year group to meet the Careers Co-ordinator in groups of no more than 5	Completion of Meetings and paperwork	May / Jun
Attendance at School Careers Fair	Students gain knowledge of possible career / HE / FE opportunities in our local / regional / national area	All students released from curriculum lessons to be: <ul style="list-style-type: none"> briefed and given research activities to complete. 	Skills Service support Staffing	Students gain knowledge of local / regional / national career opportunities and can link this to their GCSE subjects	Mar

	Benchmarks 2, 3, 4, 5 and 7	<ul style="list-style-type: none"> Students attend fair and have discussions with employers, FE and HE providers 			
National Careers Week Linking subjects to careers within curriculum areas	Students to further explore how subject skills and knowledge link to careers Benchmarks 2 and 4	All students within lessons across the school: <ul style="list-style-type: none"> starters and plenaries from https://icould.com/ highlighting job roles and LMI Success@School lesson resources 	https://icould.com/ Success at School lesson resources	Students to discuss links from subject skills to specific jobs / careers	Mar

Year 11

Year Group Outcomes:

Making informed Post 16 Choices

Year Group Theme:

Next Steps

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Post 16 choices 3¾ hours	Students to make decisions on their Post 16 intentions Benchmarks 2, 3 and 4	All students in LfL lessons: <ul style="list-style-type: none"> • Revisit Kudos • Career Pilot / National Careers Service / Russell Group / Local FE Providers all explored • Post 16 brochure for KSP examined 	ICT facilities Kudos Web access Post 16 brochure Success at School information - subject link to careers	Students successfully apply to Post 16 destinations	Oct - Dec
Year 11 Information Evening, plus information letter from SLT KS4&5	Parents and students informed of process of application to school and of structure of Year 11	All parents and students invited to attend - given information about study and wellbeing		Students successful applications - Spring	Sep
Post 16 Evening	Students & parents understand the entry requirements for KSP Sixth Form as well as a trade fair of other FE providers & The Skills Service Parents informed of where to access additional information about post 16 routes	All parents and students invited. An evening delivered by AHOY, SLT for KS5 as well as departments offering information about A Level subjects Alternative providers available for students to visit at trade fair	Post 16 Presentation & Other FE providers Post 16 brochure Links to sources of information Success at School resources - subject links to careers Local colleges attend Impartial adviser attends	Choices returned on time and carefully considered	Nov - Jan

	Benchmarks 2, 3, 4, 7 and 8				
Impartial Careers Interview	Students who require additional support and information to help with Post 16 choices are provided with a 35-minute impartial careers interview Benchmark 3,8	Available to all students: Those students who lack direction or who seek a careers interview are provided with one by our Impartial Careers Advisor from Capita	Renewal of Capita contract	ALL students are able to make informed Post 16 choices	All Year
National Careers Week Linking subjects to careers within curriculum areas	Students to further explore how subject skills and knowledge link to careers Benchmarks 2 and 4	All students within lessons across the school: <ul style="list-style-type: none"> starters and plenaries from https://icould.com/ highlighting job roles and LMI Success@School lesson resources 	https://icould.com/ Success at School lesson resources	Students to discuss links from subject skills to specific jobs / careers	Mar
Employability Skills Development Day (ESDD)	Students to be exposed to developing their employability skills, including CV building and interview skills, apprenticeship opportunities, university, the armed forces Benchmarks 2, 3, 4, 5 and 7	All students - collapsed day 1 day of external providers, delivering a variety of sessions in form groups, supported by The Skills Service. These include FE/HE/local and national employers/apprenticeship opportunities and financial capability sessions. 2019 included HSBC, Bauer Media, Metro Bank, the NHS, BGL, the Armed forces, University of Northampton	Skills Service provision Staffing costs	Student and provider feedback	Dec
Attendance at School Careers Fair	Students gain knowledge of possible career / HE / FE	All students released from curriculum lessons to be:	Skills Service support Staffing	Students gain knowledge of local / regional / national career opportunities and can	Mar

	opportunities in our local / regional / national area Benchmarks 2, 3, 4, 5 and 7	<ul style="list-style-type: none">• briefed and given research activities to complete.• Students attend fair and have discussions with employers, FE and HE providers		link this to the A Level subjects / post 16 options	
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Year 12

Year Group Outcomes:

Improving employability, skills and aspirations for Post 18 careers

Year Group Theme:

Inspiring for the future

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Post 18 Choices 10 plus hours	Students to understand the range of Post 18 choices Benchmarks 2, 3, 4 and 8	All students in LFL: Careers Pilot / UCAS / Russell Group / HECSU / Which University? / Gap Year / School leaver and degree apprenticeship programmes all explored over a significant period of time. 1 to 1 interview with LfL teacher to target set for KS5 as well as identify Post 18 aspirations, and discuss CV update.	ICT facilities Application guidance publications	Students to choose their preferred path for Post 18 destination	Nov onwards
Personal Statement (PS) - an introduction	Students to develop a first draft of their PS for UCAS, or relevant documents for other Post 18 choices Benchmarks 2, 3, 4 and 8	All students in LFL To examine good quality exemplars of PSs and complete a first draft	ICT facilities PS templates and exemplars Application guidance	Students to complete first draft of PS	May
Applications Week	Students to get bespoke, specialized support in completing their PS or relevant documents for other Post 18 choices Benchmarks 2, 3, 4, 5, 7 and 8	All students in applications week: 1-2 days spent with specialist staff, ex-students, employers and HE institutions etc. who help guide and advise on developing a PS	ICT facilities PS templates and exemplars Application guidance Ex-students	Students to complete their PS	Jul

Employability Skills Development Programme (ESDP)	Students to be exposed to developing their employability skills, as well as a University visit for all Benchmarks 2, 3, 4, 5 and 7	4 days (2 delivered by Skills Service and their associate providers e.g. banks, HE and FE providers, Employers who offer apprenticeships, EY for school leaver programmes and degree apprenticeships, Royal Mail, 1 day visiting a University and 1 day developing financial capability)	Skills Service provision Local employers HE providers University open day Financial capability provider	Students to complete ESDP and components of ePassport for Sixth Form Success.	Jul
Impartial Careers Interview	Students who require additional support and information to help with Post 18 choices are provided with at least one 35-minute impartial careers interview Benchmarks 2, 3 and 8	All students have opportunity to access and meet with Impartial Careers Advisor from Capita, in addition to our own full-time advisor.	Renewal of Capita contract	ALL students are able to make informed Post 18 choices Meeting action plans	All Year
Attendance at School Careers Fair	Students gain knowledge of possible career / HE / FE opportunities in our local / regional / national area Benchmarks 2, 3, 4, 5 and 7	<ul style="list-style-type: none"> Students can attend the event during their private study time / at break or lunchtimes 	Skills Service support Staffing Refreshments	Students gain knowledge of local / regional / national career opportunities and can link this to their A level subjects / post 18 options.	Mar

Year 13

Year Group Outcomes:

Post 18 success

Year Group Theme:

Becoming a professional

Careers Guidance Activities

Activity	Outcome	Details	Resources Required	Measurement of Impact	Month
Post 18 Application continuation	Students to make timely applications to their choice of provider / employer Benchmarks 2, 3 and 4	All students in LFL lessons and outside of lesson time: <ul style="list-style-type: none"> Support for Post 18 choice e.g. PS review / application review 	Guidance sheets time	All students apply for Post 18 choice	Sep - Jun
Interview Skills	Students to understand the nature of questions for their Post 18 choice Benchmarks 3 and 5	All students during LFL: <ul style="list-style-type: none"> Generic interview questions discussed <p>Additional practice Interviews offered when required including Oxbridge / Medicine / primary education etc. (employers and representatives from universities to support)</p>	Past questions, Ex-students	Students facing interviews feel prepared and confident	All Year
Financial Capability	Students to understand the funding and lending arrangements for HE, as well as preparation for budgeting / living away from home Benchmark 3	All student in LFL : <ul style="list-style-type: none"> Sessions adapted for current / future HE funding as appropriate <p>Assembly delivered by The Student Loan Company?</p>	Details of Student funding, loans etc. - updated every year	Students have a good understanding of how their financial circumstances will affect their funding / lending etc. Students apply for appropriate funding	Spring

Impartial Careers Interview	Students who require additional support and information to help with Post 16 choices are provided with a 35 minutes impartial careers interview Benchmark 8	Those students who lack direction or who seek a careers interview are provided with one by our Impartial Careers Advisor from Capita	Renewal of Capita contract	ALL students are able to make informed Post 16 choices	All Year
Attendance at School Careers Fair	Students gain knowledge of possible career / HE / FE opportunities in our local / regional / national area Benchmarks 2, 3, 4, 5 and 7	<ul style="list-style-type: none"> Students can attend the event during their private study time / at break or lunchtimes 	Skills Service support Staffing Refreshments	Students gain knowledge of local / regional / national career opportunities and can link this to their post 18 options	Mar

In addition to the above programme, there are many lunchtime sessions from a range of employers, e.g. the armed forces, PWC, EY, KPMG. Year groups are invited to attend - usually Years 11-13.

We also have many curriculum trips and experiences with a careers focus. These have included visits to Amazon, Cadbury World, Disneyland Paris, Museums, drama workshops, Science visits and multiple university visits.

Review Date July 2020