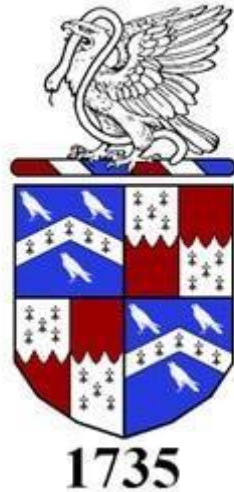


Lacon Childe School

Careers Policy



Issue: March 2024

Staff responsible: Aleksandra Koziel, Careers Lead, French Teacher

To next be reviewed: March 2025

Introduction

Rationale for the Careers Programme:

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make decisions and plan their careers, both in school and after they leave. The government's **Careers Strategy (Dec 2017)** sets out that every school and academy providing secondary education should use the Gatsby Charitable Foundation's Benchmarks to develop and improve their careers provision. The school endeavours to follow the guidance in this Careers Strategy and in the document: **Careers Guidance & Access for Education & Training Providers (October 2018)**, the National Curriculum programmes of study for PSHE and citizenship, and the QCA guidance on Work Related Learning for All at Key Stage 4 to provide a first-class Careers Education, Information, Advice and Guidance programme for all pupils (CEIAG).

We believe that effective careers education and guidance not only contributes to the well-being of our young people, but also to the well-being of their families, the communities to which they belong, wider society, businesses and the economy.

Commitment from the school:

Lacon Childe is committed to providing an impartial and planned programme of careers information, advice and guidance for all year groups. Our ambition is for all pupils across KS3 and KS4 to have access to and receive guidance from our impartial, independent Careers Adviser.

National and local expectations

We are committed to meeting national and local expectations in relation to careers by:

- Securing independent and impartial careers guidance for Y9-11 as required by the 2011 Education Act.
- Fulfilling our duties under the Equality Act 2010 to promote equality of opportunity, foster good relations across all people, eliminate harassment and discriminatory practices and support children with protected characteristics.

Aims and Objectives

The Lacon Childe School Careers Programme aims to:

- Encourage students to be ambitious, broaden their horizons and explore and develop their own career aspirations throughout their life at school. ***Within this approach, we encourage students to become gradually more independent in taking personal ownership for their career development***
- Ensure students' readiness to take their next step in their learning or career.
- We provide students with the opportunities to explore the various avenues which they can take when progressing into the working world. We feel it is vital that we not only provide the students with the subject specific knowledge that they need to pursue a career of interest, but to also develop the skills and knowledge that they need to be an employable individual upon leaving education.
- Our aim is to develop student employability skills, resilience and career management skills that will help guide students to explore and develop their own career ideas and maintain high aspirations.

Lacon Childe School follows the principles of the Gatsby Benchmarks

www.gatsby.org.uk/education/focus-areas/good-career-guidance

The objectives for the careers programme are as follows:

- Helping students to understand the changing world of work
- Supporting positive transitions post-16 and post-18
- Enabling students to develop the research skills to find out about opportunities
- Helping students to develop the skills, attitudes and qualities to make a successful transition into the world of work
- Encouraging participation in continued learning, including further and higher education and apprenticeships
- Supporting inclusion, challenging stereotyping and promoting equality of opportunity

Meeting students' needs

All students are entitled to be fully involved in an effective CEIAG programme. Students are encouraged to take an active role in their own career development, so the careers programme emphasises student participation with a focus on self-development; learning about careers and the world of work; and developing career management and employability skills.

During their time at school, all students can expect:

- The support they need to make the right choices in Year 9 for their options selection and in Year 11 to help with post 16 options.
- Access up-to-date and unbiased information on future learning and training, careers, and labour market information.
- Support to develop the self-awareness and career management skills needed for their future.
- Career lessons during PSHE from Year 7 to Year 11 covering; options after school, the world of work, the job market and the skills needed for future employment.
- A series of meaningful encounters with employers and employees
- A series of meaningful encounters with further and higher education and training providers.
- The opportunity to talk through their career and educational choices with staff including form tutors and to have the opportunity to receive personal guidance from our external Careers Adviser, by appointment, referral, and drop-in. This is available to all pupils however will be focussed on years 9-11.
- The school to keep parents/carers of Key Stage 4 students, informed of their child's progress and students' career planning and decision-making from Careers Adviser meetings.
- Parents/carers to have information to support their child's career choices through appropriate websites and guidance.
- To be asked their views about the service they have received to ensure that the service continues to meet the needs of the students.

- To be regularly informed about up to date and new post 16 opportunities both locally and nationally through updates on the school website and regularly visiting the 'Life after Lacon' board in the common area.

Events for Parents and Carers

Parents and carers are invited into school every year to discuss pupils' progress.

Parents and pupils are invited to attend a Post 16 Evening to learn about a wide range of post 16 opportunities available for pupils.

Delivery of the Careers Programme

Students will be exposed to the careers programme at Lacon Childe School via Careers focused days, and PSHE lessons which they will experience in each year that they are at school.

Year 7 & 8 – By the end of year 7 and 8, students will have:

- Had sessions delivered to them regarding basic employability skills that are required in a workplace such as communication, teamwork, resilience, adaptability and independent thinking.
- Had the opportunity to take part in the 'BeReady' programme to begin to start developing these personal skills required in the world of work.
- Had the opportunity to research any potential careers that they may be interested in through 'Start Profile'
- Had talks from professionals and companies from outside of school detailing their career paths and how they have progressed into the job that they are in.
- Been made aware of the potential career paths that they can pursue and the potential areas of work which may be in particular need around the local and surrounding areas.

Year 9 - By the end of year 9, all students will have had the opportunity to:

- Be introduced to career resources to help them understand their preferences and the options open to them. This will be via form tutor and on Careers Education days.
- Attended several careers fair trip/events to help introduce them to a wide range of post 16 opportunities.
- Attend the annual post 16 evening in the Autumn term to interact with potential post 16 destinations and to help inform their decision making for GCSE options.
- Speak to subject staff at our annual options evening to gain further information about what each course entails and guidance on how choosing particular subjects will help inform their career path.
- Receive support to make the right KS4/GCSE choices, including assemblies, parents' events and the option of a careers meeting with our external Careers Adviser, Colin Dickerson.
- Continue to personally research career pathways and opportunities via 'Start Profile' as well as the use of the 'BeReady' programme to continue to progress their personal skill set.

Year 10 – By the end of Year 10, all students will have had the opportunity to:

- Develop their self-awareness and career management skills, including writing a CV.
- Experience ‘mock interviews’ and be educated on how best to conduct themselves during an interview for either a college or a job.
- Write a personal statement which is either relevant to a College, University or job that they wish to apply for.
- Take part in the ‘Colleges Week’ at the end of the Summer Term which will help to inform their personal decision making when deciding their post 16 destination and course.
- Have regular appointments with our Careers Adviser, Colin Dickerson, to discuss their options moving into post 16 education and receive personal and impartial advice and guidance.
- Listen to talks from alumni (graduates and current university students) on life at university and how choosing to go to university has helped toward their overall career goals and aspirations.
- Revisit the annual post 16 evening in the Autumn term to further inform their decision making on post 16 opportunities, which will help in making fully educated decisions regarding their next steps after year 11.
- Interact with Universities at the post 16 evening to discover more about how they may be able to progress into higher education from the options they take at college.
- Be made aware of other potential post 16 opportunities such as training courses or apprenticeships.
- Refer back to their ‘Start’ profile so that they can look at the specific courses and relevant qualifications they may need to undertake in order to progress into a career they want.

Year 11 - By the end of Year 11, all students will have had the opportunity to:

- Develop and progress their personal statement for post-16 applications, dependent on changes in their circumstances or choices.
- Attend assemblies discussing the different post-16 pathways and key considerations when choosing post-16 options.
- Find out about the courses and opportunities offered by Universities and employers post 18, and how they contribute to a successful career pathway.
- Discuss with current students and graduates about their life in University and their justifications for choosing to go into higher education.
- Apply for Post-16 options, including attending the interviews for the College of their choice.
- Continue to develop the personal skills needed for a successful transition into post 16 education.
- Continue to meet regularly with our external Careers Adviser, Colin Dickerson, to gain personal and impartial advice and guidance on their career plans.

Additional Support for SEND students

- Development of 'Moving on Plan' for students identified as needing additional post 16 support. MOPs prepared in conjunction with student/family/carers/SENCO/Head of Year/Head of Pastoral Team.
- Attendance at SEND review meeting with careers being an integral part of the discussion and supported with an action plan.

Careers information

Careers information is available through and within the careers section of the common area in school called 'Life after Lacon' which displays relevant and recent open events, apprenticeship opportunities and potential employment opportunities in the local area. This includes a range of university and college prospectuses, career guides, apprenticeship and employer information, as well as guides on job-search activities.

Each subject classroom has a poster which displays potential careers for students to progress into, should they have a passion or interest for that particular subject.

The 'Careers' section of the school website is regularly updated with open event information, career opportunities and apprenticeships. Up to date opportunities are also shared with parents via parent mail.

Management

Careers is not just the responsibility of the Careers Leader, Aleksandra Koziel. It is also supported by the following staff:

Link governor: Gaynor Gosling

A Member of the senior leadership team: Noah Turner

The school SENCO: Tim Stiles

Enterprise Adviser: Lyndsey Denning, Reconomy

Development:

This policy was developed in March 2023 and is reviewed every two years through discussions with teaching staff, the school's Careers Adviser, students, parents and Governors.

The Careers Leader also attends regular meetings with the Shropshire Enterprise Coordinator, Sharon Ruff to discuss action plans and areas for development moving forward.

We are continuing to use the Gatsby Benchmarks to assess and develop our CEIAG provision in school. The Gatsby Benchmarks allow us to assess the current careers guidance programme provided within Lacon Child School, and review and plan for improvements to ensure that we fully meet the requirements of our pupils, and those expected by Ofsted.

Areas for immediate development

- Liaising with an accredited Careers Adviser and organising one-to-one sessions for pupils
- Facilitating and organising meaningful encounters with employers for all students by liaising with the school's new Business Enterprise Adviser.
- Developing a way to help year 10 students gain some experience of the workplace, whether through a visit or actual experience of work.
- Analysing any work experience that pupils obtain outside of the school environment through working with parents or part time jobs.

Resources

Funding is allocated in the annual budget. The budget supplied is intended to cover the cost of guest speakers, subsidise educational trips, source materials needed for in house careers advice, admin and printing cost, pay for outside workshop providers, support planned events such as the post 16 enrichment week and the autumn post 16 evening. The total budget to support years 7-11 (approximately 550+ pupils) with Careers education and is £4000 (Figure from September 2023).

Approval and review

Approved by Governors:

Date: March 2024

Next review: March

2025

Signed chair of

Governors:

Signed Head teacher: