



CAREERS PROGRAMME 2021 – 2022

Our progressive careers programme is designed to assist all of our students as they progress through the school. It has been designed in line with the latest government guidance particularly in light of the Covid pandemic. A series of events, activities and projects will allow them to interact with the world of work and higher education and apprenticeship providers. It will provide them with the skills, knowledge and opportunities to allow them to make ambitious positive transitions when they leave us.

Preparing our students for the world beyond school is woven through the fabric of the curriculum at WCGS. From career learning outcomes in lessons to the wide range of co-curricula offers that afford our students the opportunity to develop the skills they will need to be successful when they finally join the world of work. Following a successful trial with our current Year 11 students, we are working with an organisation, Upskill Me, that will allow students to log all their experiences and begin to identify the skills and experiences that employers are looking for.

The following pages provide more detail on the specifics of our career provision for each year group. As you can appreciate during these difficult times this is a working document and is therefore subject to change. For further information about our careers programme or if you would like to offer support, please contact our Careers Leader, Lin Proctor - lproctor@wcfgsfoliotrust.uk 020 8647 2235 x 245.

Our policy statement on Provider Access can be found here, <http://www.wcfgs-sutton.co.uk/Key-Documents-and-Policies>. Our Careers Programme has been awarded the Quality in Careers Standard and is based around the Gatsby Benchmarks of Good Careers Guidance and the Careers Development Institute (CDI) framework, please see Appendix 1 for further details.

YEAR 7 – ‘GETTING STARTED’

Aim:

- √ To help students to start to explore careers and to understand the importance of how what they learn in the classroom relates to future careers in preparation of making their option choices in Year 8.

Activities:

- √ Activities to introduce them to LMI (labour market information) outlining where future jobs will be.
- √ We will begin to introduce them to the kind of skills they need to develop as they progress through the school to develop their employability skills.
- √ They will begin to log those experiences onto their Upskill Me profile.

Learning outcomes: (what they should know, understand and do)

- √ Understand how their studying relates to future prospects
- √ Broaden their horizons about the broad range of opportunities available and where the jobs of the future might come from
- √ Begin to understand the importance of developing and recognising ‘employability’ skills

YEAR 8 – ‘MAKING CHOICES’

Aims:

- √ To ensure that students have at least four ‘employer engagements’ before they make their GCSE option choices, research¹ recommends this.
- √ To understand what how those choices can relate to future ambitions

Activities:

- √ Mini career fairs will be organised in classrooms with visitors in February/March (dependent on Covid restrictions). Students will be prepared during form time to think of questions to ask and will follow up with a more detailed investigation of jobs and the relevant LMI information.
- √ Students will do the ‘Buzz quiz’ to assess their individual characteristics and what careers might be of interest to them
- √ Information distributed to parents/carers in order to assist with option choices.
- √ Individual and/or small group interviews available with our independent careers adviser as students make option choices.

Learning outcomes: (what they should know, understand and do)

- √ Have a better understanding of the world of work and how what they are studying relates to that
- √ Begin to understand the range of skills that are required in the workplace
- √ Have made informed GCSE choices that reflects their interests and abilities

YEAR 9 – ‘BUILDING ON OPTIONS’

Aims:

- √ To build on activities in Year 8 and for them to understand relevant LMI as they continue to explore different career paths.
- √ Students to think about skills they are developing in both academic and super curricula situations and log those experiences and reflections on their Upskill Me profile.
- √ Students to start to consider more about university and degree apprenticeship options.

Activities:

- √ Students encouraged to consider their strengths, interests and preferences in order to develop self-awareness.
- √ Activities and further sources of LMI provided to help students develop their self-awareness further and broaden their knowledge of where different subjects might lead.
- √ Attend university fair held in school

Learning outcomes: (what they should know, understand and do)

- √ The importance of considering a wide range of career options and where the jobs of the future might come from
- √ Have a better understanding of the types of employability skills they are developing during the school, super curricula and extra curricula activities

¹ Dr Anthony Mann, Education and Employers

YEAR 10 – ‘EXPERIENCING THE WORLD OF WORK’

Aims:

- √ Students have experience of the world of work through a variety of different opportunities both virtual and in person
- √ To begin to consider the best routes to achieve their goals. Considering A level study, degree courses or degree apprenticeships

Activities:

- √ A career accelerator programme organised by Upskill Me will enable students to attend virtual sessions on a range of different career and university options
- √ A wide range of other experiences of the work place
- √ Attend university fair held in school
- √ University visits

Learning outcomes: (what they should know, understand and do)

- √ What is required to be successful in the workplace
- √ Have completed logging their skills on to the Upskill Me platform and have a first draft CV
- √ Engaged positively with whatever activities or experiences of the world of work are offered to them
- √ Understand the importance of making good A level choices

YEAR 11 – ‘MAKING AMBITIOUS INFORMED CHOICES’

Aims:

- √ To support with choices on post 16 education choices

Activities:

- √ 1:2:1 careers interviews with our independent Careers Advisor.
- √ Continue to populate their UpSkill Me profile
- √ Attend university fair held in school

Learning outcomes: (what they should know, understand and do)

- √ Where and what they will be studying after their GCSEs
- √ Be an inquisitive and effective user of careers materials
- √ Continue to build and understand their employability skills
- √ To make a successful transition to the next stage of their studies.

LOWER 6 – ‘EXPLORING AND EXPERIENCING OPTIONS’

Aims:

- √ To support students as they consider options on leaving school – university, apprenticeships, work
- √ To help them become proactive and discerning users of careers information, advice and guidance.
- √ To provide experiences and opportunities to support this

Activities:

- √ A series of workshops during enrichment including CV writing, interview skills, LinkedIn profiles, university visits, volunteering opportunities.
- √ Work experience programme at the end of the summer term
- √ Attend university fair held in school
- √ Lecture series/Career Chats as part of 6th form enrichment programme
- √ Weekly opportunities update
- √ 1:2:1 interviews with Careers Lead
- √ POST-18 Apprenticeship Information Evening. Aims to give students and parent’s insight into alternatives including school leaver schemes, higher and degree apprenticeships

Learning outcomes: (what they should know, understand and do)

- √ What they want to do after A levels
- √ Their ambitions and where to go to seek help to achieve them
- √ Confident users of a variety of sources of information on study and employment

UPPER 6 – ‘PREPARING FOR THE WIDER WORLD’

Aims:

- √ To support students as they look to their next transition by providing information, opportunities and support

Activities:

- √ Enrichment programme – including speakers, employability workshops
- √ Opportunity to for 1:2:1 interviews with our independent careers advisor
- √ Weekly opportunities update
- √ Bespoke interview support for students applying to Oxbridge and medical/dentistry schools
- √ POST-18 Apprenticeship Information Evening. Aims to give students and parent’s insight into alternatives including school leaver schemes, higher and degree apprenticeships

Learning outcomes: (what they should know, understand and do)

- √ The range of options open to them - university, apprenticeships, employment
- √ Have a rounded CV, and LinkedIn profile and understand why that is important
- √ To have the skills and knowledge to make successful transitions on leaving school

APPENDIX I

The eight Gatsby benchmarks of Good Career Guidance

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

<http://www.gatsby.org.uk/uploads/education/good-career-guidance-handbook-digital.pdf> The

Careers Development Institute Framework for careers, employability and enterprise
<https://www.thecdi.net/write/BP556-CDI-Framework-web.pdf>