



# Abbot Beyne School

## Careers Programme

Students at Abbot Beyne School are at the start of their careers, making informed choices now which will have a lasting effect on their futures.

During their time at school, students will have opportunities to find out about lots of different options that are available as they make decisions at Post 16 and Post 18 points.

Mrs Lesley Timson, Assistant Headteacher, is our Careers Leader; she organises guidance meetings, events and careers programmes for students.

Jay Trivedy is a governor and has a passion for good careers provision within the school and plays an active part in delivering the careers programme.

### **Careers Outline: 2020- 2021 (on-going)**

Executive Summary:

- ❖ To provide Careers Education Information Advice and Guidance to all year groups
- ❖ To promote careers to all pupils, using a combination of internal and external providers
- ❖ To promote the value of aspiring to and attending university
- ❖ To promote the value of aspiring to careers via alternative pathways such as Sixth Form, Post-16/18, employment opportunities, apprenticeships and degree apprenticeships

### **Guiding Principles for Careers Provision:**

Abbot Beyne School is committed to providing students with multiple safe opportunities to encounter the world of work and Careers Pathways (Higher Education, employment, apprenticeships and degree apprenticeships) from Years 7 - 13. This is in line with our mantra: Everyone a Learner, Everyone Learning.

### **Introduction:**

Careers Education Information and Guidance (CEIAG) is statutory from Y8 onwards and the Abbot Beyne School fully embraces the stipulations of the Education Act 2011 and other statutory guidelines from the Department for Education. "Career guidance" refers to services

and activities intended to assist individuals, of any age and at any point throughout their lives, to make educational, training and occupational choices and to manage their careers. The activities may take place on an individual or group basis, and may be face-to-face or at a distance and include internal and external visits, which are delivered on an impartial basis (including helplines or web-based services)

Furthermore, at Abbot Beyne School we are committed to providing 'Outstanding' CEIAG for all students. We recognise that many of our parents and students place great emphasis on accessing Higher Education and we will continue to meet that need. All students are able to achieve, but can fulfil their potential by understanding themselves, their abilities and the possibilities available to them.

**Career Aim:** to enable pupils to increase their knowledge, develop understanding and skills relevant to life in a rapidly changing world. Careers Education Information & Guidance (CEIAG) at the Abbot Beyne School is an integral part of the preparation of all students for the opportunities, responsibilities and experiences of life in modern society. All careers guidance is impartial and unbiased.

**Aims:**

- a) Self Development: young people should be able to understand themselves and external influences on them;
- b) Career Exploration: young people should be able to investigate opportunities in learning and work;
- c) Career Management: young people should be able to make and adjust plans to manage change and transition;

**Learning Outcomes:**

**Self-Development**

Students should be able:

- to assess their achievements, qualities and skills.
- to present this information appropriately.
- to use this information for personal development.
- to set career and learning targets.
- to recognise and deal accordingly with influences on their attitudes, values and behaviour in relation to work.

**Career Exploration:**

Students should be able:

- to understand the nature of work and people's attitudes to it
- to use a variety of sources of careers information
- to use work experience to improve their chances
- to understand employment trends

**Career Management:**

Students should be able:

- to use decision-making techniques
- to understand and use sources of help
- to make informed and appropriate choices at each stage of transition (KS3 - KS5)
- to make and manage changes as appropriate
- to understand job / learning applications and the requirements of interviews
- to understand the rights and responsibilities in the workplace

### **Careers Education and Guidance:**

Careers Education Information and Guidance consists of Careers Education and Careers Guidance.

Careers Education helps individuals to develop the skills, knowledge and understanding required to make appropriate choices, manage transitions in learning and to move successfully into work.

Careers Education takes place mainly through work in lessons, with external providers delivering assemblies and Deep Learning Day sessions.

Careers Guidance is a means of enabling individuals to apply the skills, knowledge and the understanding they have learned to make appropriate decisions about learning and moving into work. It should be impartial, client-centred and confidential. Careers Guidance takes place mainly through individual and group support.

**It is vital that students learn the skills required in an ever-changing global society to manage their learning, careers, sustain employability and achieve personal and economic well-being and success throughout their lives.**

Additionally, we also focus on developing an understanding of the necessity for a good standard of education, including excellent attendance and punctuality as inherent skills, aimed at incorporating readiness for the world of work. These skills are delivered via Mentors, external agencies, assemblies and newsletters aimed at celebrating Academic Excellence.

### **Invitation of subject specialists into classes in all subjects.**

This will include involvement of the subject being taught/discussed and personal Career paths:

- Sixth Form – Careers/Apprenticeships and UCAS Guidance sessions
- IT and English – CV writing, online safety workshops
- Maths/Science - STEM classes Science - Careers Science week.
- D/T - Engineering sessions. Working with local businesses.
- Art – Photography - visiting artists and alumni
- MFL - restaurant visits

### **Events:**

Our curriculum will incorporate further opportunities to develop the Careers Programme such as:

- ❖ Year 10 annual visit to World Skills UK at the NEC

- ❖ Assembly themes regularly focusing on careers - Employability Week.
- ❖ National Citizen Service assemblies where students are encouraged to develop community links by participating in team building exercises, residentials and voluntary community projects.
- ❖ Preparation activities for Year 10 and Year 12 Work Experience placements.

**Focus:**

Our focus in Years 7 - 10 is on exposing students to a wide variety of potential careers and to develop their social and emotional skills, alongside their understanding of the importance of their academic progress.

**OUTCOMES:**

By the end of Year 7, students will have developed self-awareness; ability to describe their strengths and weaknesses and their preferences.

By the end of Year 8 pupils will have been exposed to information around a wide range of careers and have an understanding of the importance of the range of skills required to be successful in their chosen field.

In Year 9 students will experience 'individual pathway' interviews prior to choosing GCSE options. Parents and students are invited to attend a Pathways Evening which includes Careers Guidance professionals.

In Year 10, most students will have individual mentoring/careers interview sessions with an external Careers Advisor, with regards to academic achievement and pathways to their next stage. Most will also visit the World UK Skills Live exhibition at the NEC and some will take part in a week's Work Experience.

Year 11 students will also receive an individual interview regarding Sixth Form options, progress and improvement. Trips to various universities including Oxford University will also be organised by working collaboratively with the Director of Sixth Form.

Year 12 and 13 students will access a range of opportunities to see employers and HE institutions via mentoring, assemblies and Work Experience placements as well as visits to UCAS Conventions and Young Professionals events.