



Abbot Beyne School

Careers Programme Policy 2023-24

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.

Mr Jamie Tickle, Headteacher is our Careers Leader; he organises guidance meetings, events and careers programmes for students.

Jay Trivedy is the link governor for careers provision within the school and plays an active part in delivering the careers programme.

Careers Outline: 2023 - 2024

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, 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 and fulfil their potential by understanding themselves, their abilities and the possibilities available to them.

Careers Aim: to enable pupils to increase their knowledge, develop their understanding and skills relevant to life in a rapidly changing world. 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 and Form Time, with external providers delivering assemblies and some whole-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 Form Tutors, 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 and online safety workshops
- Maths/Science - STEM classes and Careers Science Week
- D/T - Engineering sessions and working with local businesses
- Art and Photography - Visiting artists and alumni
- MFL - Restaurant visits, visits to Paris

Events (Further detail available on the Abbot Beyne Careers Programme 2023-24):

Our Personal Development Programme and Enrichment Programme incorporate further opportunities to develop the Careers Programme such as:

- ❖ Assembly themes regularly focusing on careers, such as Employability Week and visits from school alumni, representing positive role models for students.
- ❖ National Citizen Service assemblies where students are encouraged to develop community links by participating in team building, residentials and voluntary community projects.
- ❖ Preparation activities for Year 10 and Year 12 Work Experience placements

Focus:

Our focus in Years 7 - 13 is on exposing students to a wide variety of potential careers and developing their social and emotional skills, alongside their understanding of the importance of their academic progress.

Outcomes:

Throughout Year 7 and 8 students will be able to develop an understanding and expand their knowledge of what Careers Education is.

In Year 9, we aim to encourage students to raise their aspirations to be the best and to learn new skills and resilience to succeed in the world of work.

In KS4, 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 take part in a week's Work Experience. The focus in Y10 is on developing knowledge, skills and understanding of the workplace and preparing students for their work experience placement, either virtually or face-to-face.

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. The aim is to allow students to explore the full range of options available and secure a place at the chosen institution / employer for post-16 work related learning, study or another appropriate route

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.