



## Careers Programme

The Careers Education, Information, Advice and Guidance (CEIAG) Programme is designed to meet the needs of students at different stages of their learning journey. It is differentiated to ensure progression through activities that are appropriate to students' stages of career learning, planning and development. Consideration of SEND learners is taken into account and activities are differentiated to ensure an inclusive approach and equality of access.

This programme ensures coverage of Gatsby Benchmarks 5 to 8, specifically:

### **Benchmark 5: Encounters with employers and employees**

Every Year, from the age of 11, pupils should participate in at least one meaningful encounter with an employer.

### **Benchmark 6: Experiences of workplaces**

By the age of 16, every pupil should have had meaningful experiences of workplaces.

By the age of 18, every pupil should have had at least one further meaningful experience.

### **Benchmark 7: Encounters with further and higher education**

By the age of 16, every learner should have had meaningful encounters with providers of the full range of learning opportunities, including sixth forms, colleges, universities and ITPs.

By the age of 18, all learners who are considering applying to higher education should have had at least 2 visits to higher education providers to meet staff and learners.

By the end of their programme of study, every learner should have had a meaningful encounter with a range of providers of learning and training that may form the next stage of their career. This should include, as appropriate, FE colleges, universities and ITPs. This should include the opportunity to meet both staff and learners.

### **Benchmark 8: Personal guidance**

Every learner should have at least one personal guidance meeting with a careers adviser by the age of 16, and a further meeting by the age of 18.

Year group	Summary of the planned programme	By the end of the Key Stage students will have:
7	Career education for students in Year 7 is aimed at students building basic skills, rather than making firm career choices. At this stage, the goal is to help students discover interests, understand the world of work, and develop positive learning habits. Students in Year 7 participate in a workshop attended by different employers, including police, ambulance service as well as construction. Students will learn more about the different industries, possible careers	<ul style="list-style-type: none"> <li>• Good understanding of the different job sectors and will be able to name jobs associated with particular industries</li> <li>• Participated in at least one workshop led by industry professionals</li> </ul>

	<p>and what it means to be a full time employee in one of these industries.</p> <p>All students will engage in form time discussions around different types of jobs and the fact that jobs change over time so skills needed will change as well. Students will get real life experience by attending field trips in both the science and engineering industries. The Big Bang events is especially popular as students can both speak to employer and see the various industries in real life. This also encourages many students to pursue Engineering as an option at KS4.</p>	<ul style="list-style-type: none"> <li>• Attended at least one field trip relating to careers</li> </ul>
8	<p>Our Year 8 careers programme is designed to help pupils start thinking about future careers, skills, and education pathways in an engaging way. It is also aimed at guiding students to choose their GCSE options.</p> <p>The college has Options Fortnight for Year 8 students. There is an assembly rota for all the subject-groupings across the Trust (TRHAT), with the Heads of Alliances introducing each of the subjects, its progression pathways into courses (university and apprenticeships), and the jobs leading from them. Also, there is an Evening Subject-Fair for parents, guardians and carers of Year 8, with Teachers making links between subjects and careers. There are also Options Drop-Down Days for Y8, with talks by various speakers, including the schools' Careers Adviser.</p> <p>All Year 8 students participate in a Heathrow STEM generation workshop led by professionals from the industry. Some subject areas also invite professionals in to speak to students about job opportunities in their specific subject area. This will help to develop students' decision making skills as well as future career planning.</p>	<ul style="list-style-type: none"> <li>• Knowledge of subject choices available to them at KS4.</li> <li>• Knowledge of possible career options subject choices could lead to</li> <li>• Attended a work shop that will give them more insight into careers in science and engineering specifically</li> </ul>
9	<p>Students in Year 9 will discuss careers in more detail as part of their PHSE programme. Students will engaged in more focused discussions during National Enterprise Week as well as watch a range of short videos focusing on apprenticeships especially.</p> <p>All students in Year 9 will attend a Career's</p>	<ul style="list-style-type: none"> <li>• Participated in the PSHE careers programme</li> <li>• Attended assemblies where different careers paths were discussed</li> </ul>

	<p>Fair attended by professionals from the industry. This will include members from the NHS, hospitality and construction industry.</p> <p>Guest speakers will address students during assemblies and the assembly programme will link in with careers.</p>	
10	<p>In Year 10, the career's programme provides students with the opportunity to explore jobs and start building skills for the future.</p> <p>The assembly programme for Year 10 will link in with careers – this will blend well with the PSHE programme and students will be able to discuss possible career choices with their form tutors and careers advisor. Guest speakers are invited to address students during assembly times, with further invitations to visit work places in order to observe tasks being carried out in real time.</p> <p>Students in Year 10 will also undertake a work experience placement. This will help students to observe professionals, help with simple tasks and learn workplace skills. To enhance their skills further, Year 10 students can sign up to the Duke of Edinburgh Award. This will help students to build additional skills that employers look for such as: teamwork, leadership, communication and problem solving. Special emphasis are placed on careers during lesson time so that students can gain a more in depth understanding of how different subjects relate to specific jobs and what subjects they need to choose in post 16 to support their career aspirations.</p>	<ul style="list-style-type: none"> <li>• Attend a well-tailored assembly career's programme introducing them to various employment sectors</li> <li>• Attend a work experience placement giving them an insight into the world of work</li> <li>• Attend an additional club/workshop to build additional skills needed to be successful in the workplace.</li> </ul>
11	<p>The college has options Fortnight for Year 11. There is an assembly rota for all the subject-groupings across the Trust (TRHAT), with the Heads of Alliances introducing the subject, its progression pathways into courses (university and apprenticeships), and the jobs leading from them. Also, there is an Evening Subject-Fair for parents, guardians and carers of Y11, with Teachers making links between subjects and careers.</p> <p>There are also Options Drop-Down Days for Year 11, with talks by various speakers, including the College's Careers Adviser. During the options day representatives from Brunel university and ASK apprenticeships delivers sessions to the Year 11</p>	<ul style="list-style-type: none"> <li>• Knowledge of subject choices available to them at KS5.</li> <li>• Knowledge of possible career options subject choices could lead to</li> <li>• Had a 1:1 discussion with a senior leader about their Post 16 option choices</li> <li>• Had a personalised session with the career's advisor</li> </ul>

	<p>students. This is an excellent opportunity for students to ask relevant questions that can help to impact their final Post 16 subject choices. All students in Year 11 will also have had an individual session with the career's advisor to discuss their career aspirations and best subject choices for Post 16.</p> <p>In the Spring Term, after the trial examinations in March, every Year 11 student has a 1:2:1 progression-meeting with a Careers Leader and Director of Post-16, to give students' early-guidance about their Post-16 Options and Pathways, prior to Results Day, so that they have time to research subjects and sixth-forms/colleges and discuss these options with parents, guardians and carers.</p> <p>The college is very involved in the Widening Participation agenda, and provides extra support for students to understand the whole 'going to university experience'. All these activities are designed to raise students' aspirations, and to overcome any stereotypical thinking. The college encourages all students to follow their interests, and takes active steps to overcome stereotyping.</p>	
12	<p>In Year 12, students are supported in exploring and preparing for their next steps after Post-16 through a range of careers, university, and employability opportunities.</p> <p>All students will attend a Higher Education and Apprenticeship Fair to explore university courses, apprenticeships and employment pathways.</p> <p>Students will also be encouraged to attend university open days and careers events throughout the year.</p> <p>All Year 12 students will undertake a Week of Work programme, designed to provide meaningful workplace experience and develop employability skills.</p> <p>Students will participate in careers assemblies, employer encounters, alumni talks and progression workshops throughout the year.</p> <p>Students will also receive guidance and support through mentor meetings, UCAS workshops and</p>	<ul style="list-style-type: none"> <li>• Increased awareness of university, apprenticeship and employment pathways.</li> <li>• Developed employability skills including communication, teamwork, professionalism and problem-solving.</li> <li>• Experienced meaningful encounters with employers and workplaces.</li> <li>• Developed a clearer understanding of progression routes after Post-16.</li> <li>• Begun researching university courses, apprenticeships and career pathways linked to</li> </ul>

	<p>careers guidance opportunities to help them begin planning their progression routes after sixth form.</p> <p>Students will participate in mock interview activities and employability workshops designed to develop communication, professionalism and interview skills.</p> <p>Students will be encouraged to engage in super-curricular and academic enrichment activities, including wider reading, online courses, university lectures and subject-related research to support progression pathways and university applications.</p>	<p>their interests and subjects.</p> <ul style="list-style-type: none"> <li>• Attended careers fairs, employer encounters and progression events.</li> <li>• Received guidance and support regarding future pathways and progression planning.</li> <li>• Participated in mock interviews and employability activities linked to workplace expectations and future applications.</li> <li>• Developed greater awareness of super-curricular opportunities and independent learning linked to university and career progression.</li> </ul>
13	<p>In Year 13, students receive targeted support to help them successfully transition into Higher Education, apprenticeships, employment or further training.</p> <p>Students will participate in UCAS and progression workshops, careers assemblies and employer encounters throughout the year.</p> <p>Students applying for university, apprenticeships and employment opportunities will receive support with applications, personal statements, interview preparation and employability skills.</p> <p>Students applying for competitive pathways, including Medicine, Law and Oxbridge, may also receive additional guidance and support with admissions tests and interview preparation where appropriate.</p> <p>Students will continue to access careers guidance and progression support through mentor meetings and careers interviews.</p> <p>Year 13 students may also have opportunities to participate in the Trust's Earn-as-you-Learn programme.</p>	<ul style="list-style-type: none"> <li>• Successfully applied for university, apprenticeships, employment or further training opportunities.</li> <li>• Developed greater confidence in making informed decisions regarding their future pathways.</li> <li>• Received support with UCAS applications, personal statements and interviews.</li> <li>• Developed employability and professional skills required for adult life and future careers.</li> <li>• Accessed meaningful guidance regarding progression routes and career planning.</li> <li>• Participated in careers events, employer encounters and progression opportunities throughout the year.</li> <li>• Participated in mock interviews and application</li> </ul>

	<p>Students will participate in mock interviews and progression workshops to support applications to university, apprenticeships and employment.</p> <p>Students will be encouraged to engage in super-curricular and academic enrichment activities, including wider reading, online courses, university lectures and subject-related research to support progression pathways and university applications.</p>	<p>preparation activities linked to Higher Education, apprenticeships and employment pathways.</p> <ul style="list-style-type: none"> <li>• Developed greater awareness of super-curricular opportunities and independent learning linked to university and career progression.</li> </ul>
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