

## Careers Plan

### Introduction

There has never been a time when careers guidance has been as important for young people as it is today. The landscape of education, training and employment opportunities that students need to navigate is more complex and more challenging than that faced by previous generations. Young people need to prepare for a future where some jobs do not yet exist, they need to be able to develop a range of self-presentation and marketing skills including the use of digital and social media.

Qualifications such as GCSE, BTEC and A level are changing, opportunities in higher education now extend beyond the UK to other parts of Europe and further afield. Students need help to make choices and manage transitions, they need good quality careers education, information, advice and guidance.

The School careers plan (student entitlement) sets out how the school intends to provide a fit for purpose careers programme. The plan defines the available resources which will provide our students with the knowledge, inspiration and ability to take ownership of their own career action plans enabling them to succeed in their chosen career paths.

The School careers plan was originally based on the DfE document "Careers Guidance and Inspiration in Schools" dated March 2015. In line with the recent "Careers strategy: making the most of everyone's skills and talents 2017" and subsequent guidance for schools and colleges the careers plan addresses the eight Gatsby Benchmarks, in particular Benchmark 1. Using the careers plan enables school to track the career activities and interventions it provides for all of its students.

Careers education does not just mean informing students about their options after school but also how their school career will affect their futures. It is our statutory duty to ensure that all students receive independent and impartial information, advice and guidance regarding all options both within the school and after leaving the school to best highlight all career pathways available to them. By helping students with decisions at crucial stages, informing them of all their options and introducing them to the world of work we aim to prepare them for life after school whichever path they choose.

## Student Entitlement Statements

### Year 10 Careers Entitlement:

- Economic awareness developed further and students encouraged to think about employability, which careers appeal and to identify and set themselves realistic future goals through Barclays LifeSkills.
- Students agree personal action plans with their mentor and careers adviser for the future and identify what specific action is required to achieve goals.
- Students begin CV and cover letter writing through Barclays LifeSkills.
- Students have optional access to independent and impartial careers advisers via drop in sessions. They are also encouraged to use careers resources available and informed where to find out more about specific courses/careers.



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- Students have access to a number of employers delivered through Speed Networking. Students are encouraged to attend careers talks, fairs, college open days and taster days with employers.
- Students will build employability, team building and presenting skills through Core Projects.
- Students can apply for work experience through various platforms including S4S Next Generation, British Airways and Cisco.
- Royal Holloway University London WA representative onsite once a week.
- Students are given access to exclusive events held at The Science Museum including 'Meet the Employee', QEPrize Engineers Speed Networking and International Women in Engineering Day.
- Academic and careers progress is recorded on Unifrog.

### Year 11 Careers Entitlement

- Students are helped with post 16 choices and encouraged to consider all their options including further study in 6th form, technical education and apprenticeships as well as complete their Intended destination form. Interview techniques further developed.
- Students should use careers interviews to help understand different career pathways and entry requirements and encouraged to make contingency plans should results be better/worse than expected and set personal targets for development.
- Specific mock interviews face to face and digitally for those with a particular career path in mind also available from companies such as BP, Dell and Young Professionals.
- Students are encouraged to think about the kind of behaviour potential employers look for.
- Students are encouraged to attend careers talks, fairs, college open days and taster days with employers.
- Students have access to a number of Mentoring sessions through organisations such as The Diana Award, Hawk and NCS.
- Students are assisted further with CV writing through Barclays LifeSkills as well as encouraged to have a completed CV and cover letter.
- Students are kept up to date with post 16 deadlines.
- Students have optional access to independent and impartial advisers via drop in sessions. They are also encouraged to use careers resources available and informed where to find out more about specific courses/careers.
- Students will have access to a number of classroom speakers from companies such as British Airways, BP, HMPS, City of London Police and The Army Outreach team.
- Students can apply for work experience through various platforms including S4S Next Generation, British Airways and Cisco.
- Royal Holloway University London WA representative onsite once a week.
- Students are given access to exclusive events held at The Science Museum including 'Meet the Employee', QEPrize Engineers Speed Networking and International Women in Engineering Day.
- Academic and careers progress is recorded on Unifrog.

### Year 12 Careers Entitlement:

- Students spend 4 hours a week on the Aspirations Employability Diploma
- Aspirations ED is a programme designed to help post-16 students prepare for employment and success in a fast changing world. The aim is to develop the future skills required by employers today and in the future. Students will work on real-life assignments alongside real employers. The programme is focussed on the individual development of each student. This is a totally unique programme as it





involves students not only developing their individual future skills, but also working with real employers on real world problems, enabling them to understand and experience the nature of work in the 21st century.

- Students are reminded of different options and the qualifications on offer through higher education, jobs, gap years, apprenticeships etc.
- Students are given specific help with preparing UCAS/applying for apprenticeships.
- Sessions on understanding school leaver and graduate job markets and how to look and apply for jobs through workshops delivered by Solent University, Brunel and Royal Holloway.
- Students should start to understand how the world of work is changing and how it might affect individuals.

Students learn how to manage a career in terms of progression, budgeting and planning for the future.

- Students are encouraged to attend university open days, mock interviews, careers interviews and meet potential employers to discuss future options.
- Students are supported and encouraged to apply for summer schools.
- Students have optional access to independent and impartial advisers via drop in sessions. They are also encouraged to use careers resources available and informed where to find out more about specific courses/careers.
- Students are given the opportunity to work with mentors from businesses such as Dell, GSK, STEM Ambassadors and The Talent Foundry.
- Students have access to a number of employers delivered through Speed Networking.
- Students have the opportunity to attend a number of career fairs including UCAS, Apprenticeship Fair, Skills London, London Job Show, Twickenham Job Fair and The RAeS Careers Fair.
- Students have access to University run Webinars including subject masterclasses and course specific information.
- Students are given the opportunity to connect with scientists globally through Skype a Scientist.
- Students will have access to a number of classroom speakers from companies such as British Airways, BP, HMPS, City of London Police and The Army Outreach team.
- Students can apply for work experience through various platforms including S4S Next Generation, British Airways and Cisco.
- Royal Holloway University London WA representative onsite once a week.
- Academic and careers progress is recorded on Unifrog.

### Year 13 Careers Entitlement:

- Students are reminded of different options including higher education, jobs, gap years, apprenticeships etc.
- Students are given specific help with preparing UCAS/applying for apprenticeships.
- Students have the opportunity to attend a number of career fairs including Apprenticeship Fairs, Skills London, London Job Show, The Twickenham Job Fair and The RAeS Careers Fair.
- Students are encouraged to attend university open days, mock interviews, careers interviews and meet potential employers to discuss future options.
- Students are given the opportunity to work with mentors from businesses such as Dell, GSK, STEM Ambassadors and The Talent Foundry.
- Sessions on understanding school leaver and graduate job markets and how to look and apply for jobs.
- Students should start to understand how world of work is changing and how it might affect individuals.
- Students learn how to manage a career in terms of progression, budgeting and planning for the future.



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