

# Careers Programme

We are working to the Gatsby benchmarks to ensure we offer the full range of opportunities for our students. Each year has a programme which has been re-designed to ensure all aspects of careers information, advice and guidance are covered and delivered by a range of staff, external specialists and guests each year. We follow the CDI framework with three key elements:

- 1. Developing yourself through careers, employability and enterprise:**
- 2. Learning about careers and the world of work:**
- 3. Developing your career management, employability and enterprise skills:**

Careers is delivered predominantly through a series of Step Up days as well as tutor time activities, assemblies and bespoke sessions for each year group.

In Y7 & Y8 we aim to INSPIRE and in Y9-11 to PREPARE students for the work of work.

# Careers Programme Y7

## **Developing yourself through careers, employability and enterprise:**

self-awareness (describe strengths & weaknesses); self-determination (positive stories on achievement); self-improvement as a learner (review of jobs and salaries)

## **Learning about careers and the world of work:**

Exploring careers and reasons why people choose them; start to explore the link between salary and qualifications as well as satisfaction. Introduction to local market information. Look at the process of making choices about careers and businesses along with stereotyping. Activities are undertaken so students can be creative, solve problems, work with others and develop their presentation skills.

## **Developing your career management, employability and enterprise skills:**

Consider the network of support; online resources; meet the Enterprise Advisor and Careers & Enterprise Company; the Armed Forces; the skills and qualities employers want. Our Enterprise Advisor shares insight into the world of work, staff share their routes in to work.

**Careers Step Up day:** Presentation (Would you rather...) & L1 Exploring careers; Job ladder exercise; the ideal job- dream v nightmare; icloud Buzz Quiz. (On day 4 2019 Y7 students will record their strengths and preferences as part of the evaluation)

**New for 2018-19:** Children's University. (see website for details)



# Careers Programme Y8

## **Developing yourself through careers, employability and enterprise:**

self-awareness (describe strengths & weaknesses); self-determination (positive stories on achievement and links with subjects and course): self-improvement as a learner (review of jobs and salaries; roadshow and employer links)

## **Learning about careers and the world of work:**

Exploring careers, linking to subject choices, strengths and weaknesses; qualifications, salaries and how these will change over a working life. Learn about work from our Enterprise Advisor and the local labour market; research using Plotr, Career Coach, national apprenticeships, college websites. Talk to adults; ask questions and seek advice on course suitability. Develop employability skills - teamwork, communication, collaboration. College staff and our Careers Advisor talk to small groups about future careers. Post 16 routes are clearly explained.

**Options Evening:** an opportunity for parents/carers to discuss with staff and children the course choices available. Careers staff from the local colleges are there to answer questions or concerns about post 16. Course details are shared and helpful advice about careers information, advice and guidance and how to help prepare for GCSEs; advice on how parents/carers can support their child.

# Careers Programme Y8

**Careers Step Up day:** Presentation on choices, decision making and sharing of career pathways; decision making; Digital footprint; DWP workshop on jobs and salaries; LMI; exploring courses and websites; VAK – preferred learning styles. KS4 choices explained and advice on potential routes.

## **Developing your career management, employability and enterprise skills:**

Opportunities to access online resources; Q & A sessions with the Enterprise Advisor and Careers & Enterprise Company; discuss ideas with the local colleges and Ruth Henderson, our independent Careers Advisor. Employers join us for the Step Up day, Apprenticeship providers, DWP and the Armed Forces. We look at strengths and weaknesses, the ways children learn, matched to courses on offer. Students are reminded about budgeting and basic financial management, how taxes and national insurance impact upon take home salary; planning & deciding as part of report review activities and discussions with teaching staff at Parents' Evening.

**New for 2018-19:** Careers /employment fair of our own to give the students an opportunity to discuss careers with college staff and employers prior to making Key Stage 4 choices.



# Careers Programme Y9

**Year 9** – The Careers & Enterprise Company, DWP, Enterprise Advisor, Armed Forces, North Lindsey College, John Leggott College, Lincoln College and Ruth Henderson, Careers Advisor. Bishop Grosseteste University begins our Steps to Success programme.

## **Developing yourself through careers, employability and enterprise:**

Skills: self-awareness (describe strengths & weaknesses in relation to jobs and courses being studied); self-determination (reflection on current achievement and target setting: self-improvement as a learner (review of progress in relation to attitude, study habits and link to jobs and salaries, Q & A sessions with employers, apprenticeship providers and alumni).

## **Learning about careers and the world of work:**

Be able to explain possible career routes in relation to likes, dislikes, strengths, weaknesses in attainment and achievement; explore links between skills they are learning and employability and what they are doing to supplement their qualifications with Enrichment. Opportunities for research on careers and labour market information are more sophisticated and students can access interviews with Ruth Henderson or have a drop in session at lunch or break when she is in school. Appointments can be made with Lisa Perry. Aspects of health and safety at work are covered as part of step up days so students understand their rights and responsibilities as well as topics around stereotyping and discrimination.

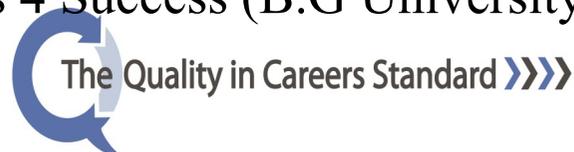
# Careers Programme Y9

## **Developing your career management, employability and enterprise skills:**

Students explore the network of support available; further opportunities to access online resources; Q & A sessions with the Enterprise Advisor, Careers & Enterprise Company and opportunities to discuss ideas with careers staff from the local colleges as well as Ruth Henderson, our independent Careers Advisor. Employers are offered the opportunity to come to join us for the Step Up days as well as DWP, Apprenticeship providers and the Armed Forces. North Lindsey College support employability skills workshops where children take a hands-on practical approach to working with others, team work, communication and problem solving. Key aspects around social media and online footprint ensures students do not damage their future job roles through inappropriate on-line activity. This is reinforced through other areas of the curriculum (ICT and assemblies).

**Careers Step Up day:** Presentation on choices, decision making and sharing of career pathways; decision making; Digital footprint; DWP workshop on jobs and salaries; LMI; exploring courses and websites; VAK – preferred learning styles. KS4 choices explained and advice on potential routes..

**New for 2018-19:** The extra careers fair will be open to Y9 to given them additional opportunities to meet employers and discuss future job opportunities. Pitch It enterprise activity; Green Power Car; Steps 4 Success (B.G University).



# Careers Programme Y10

**Year 10** – The Careers & Enterprise Company, DWP, Enterprise Advisor, Armed Forces, North Lindsey College, John Leggott College, Lincoln College and Ruth Henderson, Careers Advisor. Bishop Grosseteste University work continues our Steps to Success programme.

## **Developing yourself through careers, employability and enterprise:**

Skills covered: self-awareness (describe strengths & weaknesses in relation to occupations and courses being studied – more students have a greater awareness at this stage); self-determination (reflection on current achievement and target setting; self-improvement as a learner (review of progress in relation to current GCSE trajectory and the link to post 16 options, Q & A sessions with employers and apprenticeship providers during step up days and alumni). Mentoring also supports them with their personal learning targets.

## **Learning about careers and the world of work:**

Students reflect upon their current progress in school and future plans for post 16 considering current successes. Each student has a careers interview and an opportunity to work with Ruth to develop an action plan highlighting areas to develop. Opportunities to further research are provided and bespoke websites for identified interests are given to them as part of the interview process. Drop in sessions at lunch or break are available within careers or appointments made with Lisa Perry.

# Careers Programme Y10

## **Developing your career management, employability and enterprise skills:**

A key component is budgeting and understanding the financial implications of jobs and post 16 choices. Students are given budget information to understand tax deductions etc. They simulate living on a fixed budget and must make financial decisions. These decisions are linked to salaries and jobs. Students explore all terminology regarding taxation and pay slips. They find out greater depth around apprenticeships and visits to employers. Employers visit school as part of our programme and these vary year by year depending on the nature of the year group and their areas of interest. All Y10 take part in two separate taster days at the local colleges, with the option to do a third with Lincoln if numbers permit.

**New for 2018-19: Building My Skills** - this is a year-long employability skills programme which provides students with a rounded introduction to the world of work through regular timetabled business engagement sessions as part of the curriculum. Four sessions:

Session 1 – My pathway (exploring their preferred route)

Session 2 – Online appearance

Session 3 – Job applications

Session 4 – Preparing for Interviews

Students who complete their employability portfolio are offered a mock interview day in a large venue such as Elland Road with over 500 employers.



# Careers Programme Y11

## Year 11

The programme in Y11 focuses around individual needs and we offer a differentiated series of activities. All students are supported in writing CVs, application forms and preparation for interviews. Students can select additional support for interviews, apprenticeships, revision skills and techniques etc depending on their area of need. Further independent advice and guidance is made available throughout the year. Most Y11 students have a mentor. Y11 have weekly assemblies dedicated to their futures. Talks around raising aspirations, motivational speakers, information about labour market are made available. Weekly job opportunities are posted on the screen or emailed directly to individuals and displayed on noticeboards. Y11 are also given the opportunity to evaluate previous careers work and ask for additional aspects to be covered. These are carefully considered.

Each activity is evaluated and support is sought from the Careers Enterprise Advisor on a regular basis to ensure the latest information and opportunities are provided for our students. Huntcliff is part of the Hub and attends all network meetings to stay up to date with local developments.

# Careers Programme Y11

## **Key Assemblies & annual talks:**

**North Lindsey College**

**John Leggott College**

**The Grimsby Institute**

**Lincoln College**

**The Engineering UTC Northern Lincolnshire**

The colleges are all offered the opportunity to meet formally with Y11 to give an overview of the opportunities and courses available. We advertise all open days and evenings and encourage our students to visit more than one institution prior to making informed decisions. We meet with key staff from each college to discuss what services they can offer us to support our students. This can range from taster days to bespoke one to one programmes to suit individual needs. We are fortunate to have such excellent support from them all. The colleges support our Step Up days by attending these and offering sessions to our students.



# The National Citizenship (NCS)

National Citizen Service (NCS) is open to all Y11 and each year we have an assembly to inform Y11 of the opportunities and encourage them to participate. We invite the NCS team back to remind students of the fantastic opportunity this affords. Usually @ 12 students take up the opportunity from Huntcliff each year.

## **How can the NCS benefit our students?**

The NCS helps build skills for work and life, taking on new challenges and meeting new friends. It runs in the summer holidays and is usually a four week project. This will involve a short time away from home and taking part in a team project to help the community. NCS brings together young people from different backgrounds and helps them develop greater confidence, self-awareness and responsibility. It encourages personal and social development by working on skills like leadership, teamwork and communication.

Participants develop a social action project around a local issue and spend 30 hours putting the project into action in their community.

# Other opportunities

Talks are given by a range of guests each year. Many are ex pupils who to share their routes into work and employment. Others come from recommendations from NLEC colleagues, many of whom specialise in inspirational talks to students. This will include entrepreneurs who can explain how to set up your own business and dispel some of the myths about so doing; others work in high-flying roles such as the European Space Agency; others provide inspiration through fundraising (Kris King). We are always seeking new speakers and please contact us if you can recommend someone.

# Young Enterprise

Young Enterprise is the UK's leading enterprise and financial education charity reaching over 250,000 young people every year. We make the connection between school and the world of work, enabling young people to develop the knowledge and attitudes they need to succeed, building on 8 key skills: **Communication, Confidence, Financial Capability, Initiative, Organisation, Problem-solving, Teamwork and Resilience.**

Company Programme enables participants to experience what it's like to set up and run a student company. Running for a **minimum of 12 weeks** and potentially over an entire academic year, students meet for 1 hour per week, and make all the decisions about their enterprise, from deciding on the name and product to creating a business plan, managing the student company finances and selling to the public at trade fairs and online via YE's Marketplace. **Up to 30 students** can take part in this fully funded programme. Young Enterprise will recruit a local Business Adviser to support the programme, by mentoring the students and sharing knowledge and expertise about the world of work. A range of resources are provided to help manage the company, and students can even compete against other schools in local, regional and national competitions.

# Linc Higher

## LiNCHigher programme (years 9-11)

LiNCHigher is a collaborative outreach programme for Lincolnshire, working in partnership with Further and Higher Education Providers. The aim of the project is to increase aspirations amongst young people to improve access to level four qualifications, either via a Higher Education or Degree Apprenticeship route.

Programmes currently running:

Y11: Local market information; White working class boys programme; Easter revision camp.

Y10: University visit; personal branding workshop; Y10 high ability mentoring programme; finance workshop; summer camp.

Y9: Pitch it programme; local market information (LMI); inspirational speaker; employability skills workshop; employability skills workshop; student voice.

# Children's University

## **Opportunity 1** (for Gateway children both Y7 & 8)

Half day visit to NLC to do a range of activities to include:  
Soap production; F1 car: visit on 'aircraft'.

## **Opportunity 2** Assembly to Year 7

Explanation of Children's University—collect learning hours and gain validation of these leading to graduation for a few as 30 hours of learning.

## **Opportunity 3** Forensic Psychology lecture for Y7

Y7 are split into three bands so each would receive a one hour session careers related (highly recommended) to follow.

# Virtual Health School

**Launched:** November 2018

To bring all health sector and education together to provide opportunities for those wishing to enter the profession. This will include:

- Work placements within health and social care
- Mentorship provided by health and social care professionals
- Access to specialist enrichment sessions on health-related subjects
- Specialist visits
- Higher Education master classes
- Careers advice and assistance in college/university applications
- Annual Health Academy conference
- Newsletter
- Opportunities for independent study

The Academy will focus on students in the 14-18 year age group who demonstrate a real interest in pursuing a career in the Health Care sector. They should be studying Health and Care vocational programmes or relevant mix of GCSE/A Level qualifications.