



## **Careers Programme**

**Date Programme Reviewed: September 2024**

**Date of Next Review: September 2025**

## **Careers Programme**

### **The Careers Team:**

Mr J Raw: Career Lead. Level 6 qualification In Career Lead.

Mrs G Smith: Postgraduate Diploma in Careers Guidance part 1 and 2.

Mr J Tattersall: SLT Link

Mrs T Singh: School Governor.

Our intent is to provide all our pupils with a quality careers programme which raises aspirations and allows them to make effective informed decisions on future pathways and career choices. Careers Education forms an integral part of all aspects of school life and forms a key part of the Personal Development programme.

During Morning Form time lessons, pupils study careers in the wider world which links specifically to both the PSICHE and Career Development Framework (CDI). Pupils have the opportunity to explore the following areas:

- Grow throughout life in careers.
- Explore possible opportunities in careers.
- Managing a Career
- Create opportunities in careers.
- Balancing life and work.
- The Bigger Picture.

During the weekly sessions pupils continue to build on prior knowledge and are encouraged to develop employability skills through collaborative learning, presenting and teamwork.

### **Curriculum learning**

Although Careers is delivered as part of the form time programme Benchmark 4 is a priority area for all subjects. Curriculum leaders have planned a range of career-based activities within their mid-term plans which aim to help pupils with their career aspirations. Here pupils will have a range of opportunities to become aware of key occupations linked to curriculum areas, key Labour market information and how the skills they are using link to the wider world.

### **Impartial Career Advice**

Mrs Smith is Longfield Academy's Careers Advisor who is based in the school library. All pupils can request a careers interview to help them make key informed decisions. In this meeting pupils will discuss their career aspirations and be supported in preparing for post 16 opportunities. All pupils in year 11 will receive at least one interview to help support them make the right choices at post 16. Many pupils in year 11 will have additional support to ensure that we meet the need of all our pupils.

In year 9 all pupils will have the option of a careers interview to support them with their option choices, especially when they are uncertain and seeking guidance.

## Career Programme

It is our intention to provide all our pupils with a wide range of opportunities to raise awareness of careers in the wider world. Over the course of the year pupils will participate in careers drop down days, assemblies, and enrichment activities. Some of these activities can be seen below. During the academic year, other opportunities will arise as we strengthen our links with the EPP. It is the ambition of the Careers team to provide all our pupils with as many of these experiences as possible.

### Year 7:

<b>Personal Development</b>	<b>Drop down days / Enrichment</b>
<p><b>Grow throughout life in Careers:</b> Careers guidance and support The importance of communication, teamwork, and resilience.</p>	<p>Future Skills Questionnaire: Life lessons</p>
<p><b>Explore possibilities in Careers:</b> What is Labour market information? How can Labour market information inform career choices? Investigating a local business.</p>	
<p><b>Managing my Career</b> My career values and aspirations Self-awareness and employability skills Managing change.</p>	
<p><b>Create opportunities in Careers.</b> Breaking stereotypes Decision making and entrepreneurial thinking.</p>	<p>My Big Career</p>
<p><b>Balancing Life and work</b> Why we work. Work life balance Basic concepts linked to savings.</p>	
<p><b>The Bigger picture</b> Investigating working life Opportunities in the Tees Valley Part time and community work.</p>	<p>Enrichment week 2024-25 PROUD: Building resilience day</p>

### Year 8:

<b>Personal Development</b>	<b>Drop down days / Enrichment</b>
<p><b>Grow throughout life in Careers:</b> Careers guidance and support Developing employability skills and my strengths Team building task and self-reflection.</p>	
<p><b>Explore possibilities in Careers:</b> Exploring Labour market information Local business and apprenticeships.</p>	
<p><b>Managing my Career</b> How my interests and values influence career choices and aspirations. The importance of self-determination and resilience. Key skills and qualities linked to specific jobs and occupations.</p>	
<p><b>Create opportunities in Careers.</b> Academic and Technical qualifications Enterprise and decision making.</p>	<p>NHS Career opportunities theatre production</p>

<p><b>Balancing Life and work</b> Work life balance Saving and budgeting for the future Working contributions and tax.</p>	Future Pathways Day
<p><b>The Bigger picture</b> Investigating working life Growth Sectors in the Tees Valley The benefits of voluntary and community-based work.</p>	Enrichment week 2024-25 Enterprise activities

**Year 9:**

<b>Personal Development</b>	<b>Drop down days / Enrichment</b>
<p><b>Grow throughout life in Careers:</b> Careers guidance and support Developing employability skills inside and outside of school Team building task and self-reflection.</p>	
<p><b>Explore possibilities in Careers:</b> Exploring Labour market information National Businesses and Recruitment Preparation for University visit.</p>	What Next? (Technical and apprenticeship pathways:  Year 9 Sunderland University visit.
<p><b>Managing my Career</b> Developing resilience and self-awareness Managing change and career options Key skills and qualities linked to specific jobs and occupations.</p>	Future Skills Questionnaire: Life lessons  Year 9 Option evening: Post 16 providers present.
<p><b>Create opportunities in Careers.</b> Vocational, academic, and technical pathways available to me at post 16 Setting up your own business.</p>	
<p><b>Balancing Life and work</b> Work life balance Financial planning and key terms.</p>	
<p><b>The Bigger picture</b> How the working world is changing Types of recruitment and working conditions Applying for an apprenticeship.</p>	Enrichment week 2024-25 Enterprise activities

**Year 10:**

<b>Personal Development</b>	<b>Drop down days / Enrichment</b>
<p><b>Create opportunities in Careers.</b> How to source and secure a suitable WEX placement Health and safety in the workplace</p>	Work experience launch: Pupil and parent assembly.
<p><b>Explore possibilities in Careers:</b> Exploration of vocational, technical and academic courses available in the Tees Valley</p>	
<p><b>Grow throughout life in Careers:</b> Work experience ready Job specifications Health and Safety in the workplace</p>	Work Experience week.  Employer encounter non WEX pupils

<p><b>Managing my Career</b>  Career websites and where to look for jobs.  CV writing and job applications.  Different types of careers and contracts</p>	
<p><b>Balancing Life and work</b>  Saving for the future  Credit and debt  Mortgages and pensions.</p>	<p>Future Pathways   Year 10 Parents Evening: Post 16 providers present.</p>
<p><b>The Bigger picture</b>  What does the future job market look like?  How employers recruit  Occupations in the public and private sector  Labour Market information.</p>	<p>Darlington College Taster visit  Queen Elizabeth 6<sup>th</sup> Form Taster visit.   Enrichment week 2024-25  Enterprise activities</p>

### Year 11:

During term 1 all year 11 pupils will have the opportunity to engage in a series of assemblies by local post 16 providers. During form time and LIFE lessons they will be encouraged to prepare questions to ask the educational provider. The dates for the assemblies are as follows:

30<sup>th</sup> September 2024 – Queen Elizabeth Sixth Form College

14<sup>th</sup> October 2024 – Darlington College

4<sup>th</sup> November 2024 – Carmel College Sixth Form

18<sup>th</sup> November 2024 – UTC South Durham

2<sup>nd</sup> December 2024 – Apprenticeships

16<sup>th</sup> December 2024 – National Citizenship Service NCS | Grow Your Strengths | National Citizen Service (wearencs.com)

All year 11 pupils and parents/carers will be given a timeline at the start of the academic year giving specific details of both key events and open evenings at post 16 providers.

### Other key internal events are as follows:

10<sup>th</sup> October 2024 - Year 11 Post 16 Open Evening and revision night

20<sup>th</sup> November 2024 - Post 16 Application Day

19<sup>th</sup> February 2025 - Apprenticeship Workshop

[Further Year 11 Transition Information link](#)

### Evaluation and Review

1. Following each key careers event a questionnaire will be used to evaluate the quality of the provision and to inform developments

2. Update destination data when information is provided by Local authority, performance tables / analyse school performance

### **Further Information**

1. Longfield Academy is open to allow providers and employees access to pupils to enhance their careers programme. A provider access policy is posted on the school website to facilitate this.
2. Parents' evenings for year 9, 10 & 11 pupils will provide further opportunities for access to pupils and / or parents / carers.
4. During KS4 parents' evenings and GCSE results day, the in-house careers adviser and local post 16 providers will be available for parents and students.