



# Careers Plan

## 2019-2020

Reviewed by: Governors

Date of Policy: September 2020

To be reviewed: September 2021

## **Introduction**

Careers guidance is a vital part of the holistic educational provision of Cockburn John Charles Academy. The landscape of employment and further education in the city of Leeds has transformed over the past decade and the largest employers in the region provide many opportunities for our students that it is incumbent upon the academy to prepare them for. The importance of the raising of aspirations of our students and their families is also crucial to the success of sustainable and appropriate post 16 pathways and beyond.

Qualifications are also constantly evolving, opportunities in higher education extend beyond the UK to the European Union and further afield. Students need help to make choices and manage these transition, they need to benefit from high quality careers education, information, advice and guidance.

The academy careers plan outlines how a fit for purpose careers programme will be delivered and resourced, with the intent to engage and inspire while developing the employability skills that are most desirable to the modern employer.

The academy careers plan is based on the DfE document '*Careers Guidance and Inspiration in Schools' DfE March 2018*

Careers education at Cockburn Jon Charles Academy will not solely consist of careers advice focusing on post-16 options, but also how achievement and attainment will affect their future career. It is a legal requirement to provide all students with independent, impartial advice and guidance regarding all options available to them in the local area.

## **Student Entitlement**

### Year 7 Careers Entitlement

'What are my personal skills and qualities?'

- Students will begin to complete their Start profile to begin tracking their progress through their careers education
- Students will identify personal traits, strengths and skills, develop confidence and measure themselves against the Academy values and expectations
- Assemblies delivered by local employers and education establishments
- Opportunity to visit local workplaces and engage with employers via attendance to the annual careers fair, and in workshops delivered through PHSCE lessons.
- Individual schemes of learning will be delivered through PSHCE curriculum time.
- Career of the Month to become a focus of form time?
- Into University cohort supported through transition
- Bespoke focus during employability week (June/July annually)

### Year 8 Careers Entitlement

'What jobs are available in the local area?'

- Continue tracking progress through start profile, focusing on the local labour market information and the potential pathways needed to access future goals
- Assemblies delivered throughout the year by local business and educational partners
- PHSCE schemes of learning focused on the growth areas within the local labour market
- Guided destinations programme is linked to future aspirations informed by subject specific careers information
- Career of the Month focus in form time
- Into University cohort continue to follow programme
- Bespoke focus during employability week (June/July annually)

### Year 9 Careers Entitlement

'What skills are employers looking for?'

- Continue tracking progress through Start profile, focusing on employability skills informed by local employers and national information
- Assemblies delivered by employers on year group focus
- Early intervention of pre-NEETS through individual appointments with careers adviser
- PHSCE lessons to focus on developing employability skills
- Careers panel and employability focus from AHEAD partnership
- Into University cohort continue to follow programme
- Bespoke focus during employability week (June/July annually)
- University campus visits overseen by NCOP adviser

## Year 10 Careers Entitlement

'What further education options are most appropriate for me?

- Refine Start profile, alongside early access to UCAS progress to being to refine choices for further education
- PSHCE curriculum to focus on the local offer for post-16 pathways, including apprenticeships, employment with training and other relevant alternative pathways
- Assemblies delivered by local education providers
- Continued intervention with pre-NEET, whole cohort CEIAG interviews will be provided in summer term
- Careers panel and interview skills opportunities provided
- University campus visits overseen by NCOP adviser
- Extended opportunity to visit careers fair
- Bespoke focus during employability week

## Year 11 Careers Entitlement

'Writing a personal statement and securing an appropriate post-16 pathway'

- Personal statements/CV writing skills enhanced and delivered through the PHSCE curriculum
- Completion of UCAS progress profile and applications made to further education providers
- Interview skills workshops provided through external partners and employers
- Smaller group workshops delivered to apprenticeship/alternative provision/pre-NEET cohort
- Attendance of Employability and Skills Job Fair at Centenary Pavilion
- Priority access to CEIAG professionals following each PPE/KAP analysis
- Transition support into post-16 pathways (results day/follow up in autumn term Y12)