

## Careers Programme 2023/24

Careers Education at John O' Gaunt School is designed to help young people develop the knowledge and skills they need to make successful choices, manage transitions in learning and move into work. Increasingly the aim is to raise the aspirations of young people and allow them to find out about a wide range of jobs. There is currently a mismatch between the careers that young people want to pursue and the opportunities available.

We are committed to high quality careers work. Pupils experience careers focused activities as part of their tutorial/PSHE and collapsed timetable days in every year group. We are continually reviewing the experiences that we provide for our youngsters and introducing new opportunities. There is a wide range of extracurricular activities to support transition to post-16 education or training, and then on to higher education or the workplace.

This starts as soon as they arrive at school in Year 7 and in tutor time and PSHE students reflect on their strengths and this builds significantly through Year 8-11. We make every effort to get 100% of our pupils onto the right pathway suitable for their particular skill set and this is done through a rigorous programme and focus on careers from Year 8. For example:

- An individual face-to-face careers guidance interview in Year 11 with an external independent career's adviser. This is followed up with an action plan and given to student parents and tutor.
- A visit to a local Further Education establishment to look at courses / other local employers and apprenticeship opportunities
- 30 minute one-to-one individual Work Experience Interviews with local employers for Year 10
- A rigorous Work Experience / Shadowing programme
- Access to the Careers Corner in the library for post 16 education and various careers, and careers boxes in all tutor classrooms
- Access to extra help through their tutor time activities as well as PSHE
- Work-related learning events involving local businesses both on and off site
- A post 16 evening, aimed at Year 10/11
- Psychometric testing using Morrisby for Key stage 4 students

Online surveys are conducted on an annual basis with interested parties to measure and assess the impact of our careers programme, which will be reflected (where relevant) in our careers programme for the following academic year.

### **Key Stage 3 (Years 7-9)**

We encourage pupils to start to think about their strengths and how these may influence their future career choices. In Year 7 all pupils work in Term 5 and 6 covering 'Living in the wider World' which encourages pupils to consider their past, present and future choices, as well as in Term 1 looking at their strengths and aptitudes. In Year 8 students cover equality of opportunity in careers and life choices, and different types and patterns of work. We also have assemblies with local businesses presenting.

In Year 9, all pupils participate in 'The Real Game', a role play activity which allows pupils to see how their education at school relates to occupational choices and therefore to lifestyle and income. Students also start to develop their knowledge of careers in preparation for their GCSE option choices through a series of talks.

John O' Gaunt actively seek employment engagement, and all students in Year 8 and Year 9 have a three-day Work Shadowing Placement in Term 6.

### **Key Stage 4 (Years 10 & 11)**

We focus on the logistics of getting a job; interviews, personal statements and CVs. Every Year 10 pupil participates in the Work Experience preparation, whereby students complete a job application and are interviewed for that role by a local business volunteer. They also meet with local business

contacts who guide them through employers' expectations, health and safety in the workplace and telephone technique.

Students also work on a 'Dragons Den' entrepreneurial type day, presenting to a panel of judges a range of ideas, themed to the event.

Our Year 11 programme itself concentrates very much on the transition from school to work, further education or apprenticeships available in the locality. Pupils are made aware of the opportunities locally for further education, and also apprenticeship vacancies. They participate in the futures evening where all local post 16 providers showcase their institution, along with our Independent Careers Advisor where they can also discuss their options as part of an impartial guidance interview towards the end of Year 10 or once they are in Year 11.

Students are also offered the chance to engage with NCS, talks with local business and to engage at our John O' Gaunt Trade and Apprenticeship Fair in conjunction with Hungerford Town Council,

### **Provider Access Policy Statement**

At John O' Gaunt School, all pupils in Years 8-11 are entitled to find out about technical education qualifications and apprenticeships opportunities. Pupils are entitled to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events, and to understand how to make applications for the full range of academic and technical courses.

The school makes the main hall, library, classrooms or interview rooms available for discussions between training organisations and pupils, as appropriate to the activity, including AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader, together with any safeguarding requirements (see Safeguarding Policy).

### **Links with Industry**

Great emphasis is placed on links with the workplace. While education for its own sake is of considerable importance, it is important that all pupils are prepared to take their place in the modern world particularly with the current challenges this holds. John O' Gaunt school seeks to continually strengthen links with those in industry and commerce in the locality; where possible, work in the classroom should contain reference to the real world, and we value help in this area.

### **Ofsted Report July 2019**

'Career's information, advice and guidance is a particular strength. Pupils are very well prepared for their next steps' Careers education and guidance is a strength of the school. Pupils from Year 7 onwards benefit from a range of activities. For example, Years 8 and 9 pupils undertake work shadowing, Year 10 pupils do a week's work experience, and a number of external business mentors guide and support pupils in their choices. A careers adviser provides impartial advice. As a result, pupils are very well prepared for their next steps.

## Key Stage 3 Careers Provision at John O' Gaunt School

### Year 7:

#### **PSHE: Living in the wider world**

- Getting to know themselves and evaluating their strengths/weaknesses.
- Buzz Quiz: 'I could' careers aptitude online testing.
- Living in the wider world Financial Capability inc. saving, decision making, teamwork and careers.

#### **Extracurricular:**

- Fresher's Fair.

#### **Community:**

- 'All aboard' Serving those in need in the local community

#### **Enterprise Education:**

- 'Get Shirty' challenge.

#### **Areas for Development**

- *Careers Dept Weeks*
- *Guest speakers – a variety of careers talks throughout the year*
- *Careers Assemblies*

### Year 8:

#### **PSHE: Living in the wider world**

- Equality of opportunity in careers and life choices, and different types and patterns of work.

#### **Extracurricular:**

- Fresher's Fair.

#### **Careers:**

- Job preparation.
- 3 Day Job Shadowing.

#### **Areas for Development**

- *Careers Dept Weeks*
- *Guest speakers – a variety of careers talks throughout the year*
- *Careers Assemblies*

### Year 9

#### **PSHE: Living in the wider world**

- 'Real Game' introduction to the World of Work & develops an understanding of the opportunities and options available to them

#### **Tutor time:**

- Options Guidance
- Options Assemblies

#### **Extracurricular:**

- Fresher's Fair.

#### **Careers:**

- Job preparation.
- 3 Day Job Shadowing.

#### **Areas for Development**

- *Careers Dept Weeks*
- *Guest speakers – a variety of careers talks throughout the year*
- *Careers Assemblies*
- *Careers Fair for Year 9 on options with speakers*

## Key Stage 4 Careers Provision at John O' Gaunt School

### Year 10:

#### **PSHE: Living in the wider world**

- CV's, Covering letters, Application forms

#### **CIAG:**

- Post 16 Futures / Careers Fair evening.
- Independent careers interviews (NEET Risk)
- Independent careers interviews
- Morrisby careers aptitude testing
- One-to-one business interview
- Work shadowing preparation inc. employers expectations, health and safety,
- 3-day job shadowing

#### **Extracurricular:**

- Fresher's Fair.

#### **Enterprise Education:**

- Dragons Den.

#### **Areas for Development**

- *Careers Dept Weeks*
- *Guest speakers – a variety of careers talks throughout the year*
- *Careers Assemblies*

### Year 11:

#### **PSHE: Living in the wider world**

- Equality of opportunity in careers and life choices, and different types and patterns of work.

#### **CIAG:**

- One-to-one careers interviews
- Extra One-to-one careers interviews (NEET)
- Post 16 Visit to local FE establishment

#### **Tutor Time/Assembly:**

- Visits from Post 16 establishments
- Apprentices Assembly
- St Johns 'Moving on' Fair
- NCS Assemblies

#### **Extracurricular:**

- Fresher's Fair.

#### **Community: Senior Citizens Christmas Party**

- Planning a community event
- Fundraising / budgeting

#### **Areas for Development**

- *Careers Dept Weeks*
- *Guest speakers – a variety of careers talks throughout the year*
- *Careers Assemblies*