

Brownhill Learning Community

Careers Programme Academic Year 2022 – 2023

PSHCE – Personal Social Health Careers Education

The fast-changing world of work puts an ever-greater demand on all of us to support students in making a successful transition from education to employment, helping them to identify and choose career opportunities that are right for them.

The government’s new careers strategy set out a plan for building a high-quality careers system that will help young people to achieve. The Gatsby Benchmarks are a key measure of the effectiveness of career guidance and provision – **Brownhill Learning Community** is committed to achieving all eight benchmarks.

1 A STABLE CAREERS PROGRAMME	2 LEARNING FROM CAREER AND LABOUR MARKET INFORMATION	3 ADDRESSING THE NEEDS OF EACH PUPIL	4 LINKING CURRICULUM LEARNING TO CAREERS
5 ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES	6 EXPERIENCES OF WORKPLACES	7 ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION	8 PERSONAL GUIDANCE

POWERED BY

HT	Primary	KS3 (Years 7, 8 and 9)	KS4 (Years 10 and 11)
Autumn Term.	PSHE/RE and Well-being.	All KS3 students can access GMACS career programme at any point.	<p>DW to up-date Careers Programme for this Academic Year.</p> <p>Planning for our October in-house Careers Fair continues.</p> <p>First month of the new academic year DW and PT liaise with year 11 EET leavers and parents/carers tracking destinations and supporting with any problems that have arisen. All NEET destination leavers are also contacted via telephone/email or home visits to try to engage them into an EET destination.</p> <p>All KS4 students can access GMACS career programme at any point.</p> <p>Enhanced Progression Plan for Cared for Children and students with an EHCP completed with Pete Tupman – Careers Advisor.</p> <p>School in-house Careers Fair – October – promoted on the school website and teachers2parents text message sent out to all parents inviting them to attend if they want to support their son/daughter with Post 16 destinations. Diane Wilkinson – School Progression Officer and Pete Tupman – Careers Advisor plan this from June through to October by inviting all local Colleges, some local Employers who are willing to give up their time, all local Training Providers and local Apprenticeship Providers.</p> <p>Parents are invited to attend parents evenings and have the opportunity to discuss Post 16 options/choices {whilst with their son/daughter} with Diane Wilkinson – School Progression Officer and Pete Tupman – Careers Advisor.</p> <p>DW and PT start to collate lists for visits to Post 16 Training Providers.</p>

			<p>DW and PT start to collate lists of potential students who would like to progress onto an Apprenticeship.</p> <p>DW and PT attend EHCP review meetings to support discussion of Post 16 destinations and support given, they are also available to attend other meetings of students who do not have an EHCP if a Centre Manager or Teacher would like them at the meeting to discuss student Post 16 destinations.</p> <p>DW starts continues to populate the Post 16 Transition Forms that are passed onto Post 16 destination providers with Year 11 student support needs.</p> <p>DW and PT start home visiting off – site students to introduce themselves and start the Career Education, Advice and Guidance Process with the individual student and their parents/cares.</p> <p>Bespoke visits to training providers and other alternative Post 16 destination providers begin as and when required – DW and PT.</p> <p>December onwards DW and PT support students by transporting them to college interviews/training provider visits/interviews as and when required.</p> <p>CEIAG policy, Transition Policy and Access Provider Statement are up-dated – LG.</p> <p>Career website is up-dated – DW.</p>
Benchmarks		2,3,5 7	2,3,5,6,7,8

Spring Term	PSHE/RE and Well-being.	All KS3 students can access GMACS career programme at any point.	All KS3 students can access GMACS career programme at any point.
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	<p>National Careers Week (March – Annually) Whole School Approach.</p> <p>Employers to be booked in to visit sites and give an overview of their work followed by a question and answer session. This needs to be set up by Centre Managers/Assistant Heads/Teachers /Support Staff and CEIAG Team. This can be over the course of the term starting from the term beginning to term end.</p>	<p>National Careers Week (March – Annually) Whole School Approach.</p> <p>Employers to be booked in to visit sites and give an overview of their work followed by a question and answer session. This needs to be set up by Centre Managers/Assistant Heads/Teachers /Support Staff and CEIAG Team. This can be done over the course of the term.</p> <p>PSHCE - Spring Term 2. DW and PT to support when required.</p> <p>Week 1 – Saxon Hall Week 2 – Height’s Lane Week 3 – Darnhill</p> <p>Topics Covered:</p> <p>Careers Money Christianity Diversity Drugs, Alcohol and Smoking Healthy Lifestyles</p>	<p>DW and PT continue to attend EHCP review meetings to support discussion of Post 16 destinations and support given, they are also available to attend other meetings of students who do not have an EHCP if a Centre Manager or Teacher would like them at the meeting to discuss student Post 16 destinations.</p> <p>National Careers Week (March – Annually) Whole School Approach.</p> <p>Employers to be booked in to visit sites and give an overview of their work followed by a question and answer session. This needs to be set up by Centre Managers/Assistant Heads/Teachers /Support Staff and CEIAG Team.</p> <p>DW and PT continue to home visit off – site students to continue the Career Education, Advice and Guidance Process with the individual student and their parents/cares.</p> <p>DW and PT continue with bespoke visits to training providers and other alternative Post 16 destination providers continue as and when required.</p> <p>Continued support for students from DW and PT transporting them to college interviews/training provider visits/ interviews as and when required.</p> <p>Enhanced Progression Plan for Cared for Children and students with an EHCP completed with Pete Tupman – Careers Advisor.</p> <p>Parents are invited to attend parents evenings and have the opportunity to discuss Post 16 options/choices {whilst</p>
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			<p>with their son/daughter} with Diane Wilkinson – School Progression Officer and Pete Tupman – Careers Advisor. Year 10 students are asked which taster session they would like to access at Hopwood Hall College and are booked onto their chosen taster by DW.</p> <p>National Apprenticeship Week (February – Annually) Year 10's and 11's. GMLPN are invited in to do sessions with all Year 11's giving them the skills and knowledge to be able to understand what an Apprenticeship is and how to apply.</p> <p>Career website is up-dated – DW.</p> <p>NCS – National Citizen Service are invited into school to do sessions with all Year 11's to see if they would like to access the NCS Summer Programme.</p> <p>PSHCE – Spring Term 2. DW and PT to support when required.</p> <p>Week 1 – Saxon Hall Week 2 – Height's Lane Week 3 – Darnhill</p> <p>AQA Unit Awards – Topics Covered</p> <p>Entry Level Diversity Drugs, Alcohol and Smoking Healthy Lifestyles Sikhism</p> <p>Level 1 Applying for Jobs to include – Interview Skills and Teamwork Applying for Employment</p>
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			<p>Diversity Drugs, Alcohol and Smoking Healthy Lifestyles CV writing sessions with DFWP set up on all sites by DW. DW and PT to support teaching staff with interview technique sessions for years 10 and 11.</p> <p>All centre Managers, Assistant Heads and Teachers to send the names of students who accessed any of the above Career Related sessions to DW so that she can input data on to SIMS for the end of Year 11 CEIAG report passed onto Post 16 destination providers.</p> <p>DW to run a CEIAG Report for all Year 11 students in preparation for handover to Post 16 destination Providers.</p> <p>Transition Forms completed by DW and handover meetings are booked with colleges to discuss student support needs.</p> <p>Meeting with LG – CEIAG Lead, RH – PSHCE Lead and DW – Progression Officer, PT – Positive Steps Career Advisor regarding next year’s Careers in the curriculum.</p>
Benchmarks	3,5	2,3,4,5,6,7,8	2,3,4,5,6,7,8
Summer Term	PSHE/RE and Well-being.		<p>NCS – National Citizen Service continue sessions in school with Year 11’s to see if they would like to access the NCS Summer Programme. Support continues for Year 11 with bespoke tasters set up at colleges/training providers where needed.</p> <p>Intensive support for hard to engage students by way of home visits/telephone conversations with parents etc...</p> <p>Parents are invited to attend parents evenings and have the opportunity to discuss Post 16 options/choices {whilst</p>

			<p>with their son/daughter} with Diane Wilkinson – School Progression Officer and Pete Tupman – Careers Advisor.</p> <p>DW and PT continue to attend EHCP review meetings to support discussion of Post 16 destinations and support given, they are also available to attend other meetings of students who do not have an EHCP if a Centre Manager or Teacher would like them at the meeting to discuss student Post 16 destinations.</p> <p>Students who have applied to Hopwood Hall College are booked onto the New Starter Day in July by PT and DW.</p> <p>Enhanced Progression Plan for Cared for Children and students with an EHCP completed with Pete Tupman – Careers Advisor.</p> <p>PT starts one to one guidance sessions with EHCP/CFC Year 9 students.</p> <p>Planning for our October in-house Careers Fair begins.</p> <p>Support with NEET destination leavers continues over the Summer holidays.</p> <p>DW starts/set's up the new Year 11 cohort Transition Information Forms.</p> <p>DW and PT attendance on results day to congratulate students on their results, take contact details (we now have to track Post 16, Post 17 and Post 18 destinations) and confirm intended destinations, as well as support with potential barriers.</p> <p>Support with NEET destination leavers continues over the Summer holidays.</p>
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			DW to up-date Careers Programme for next Academic Year.
Benchmarks	3,5		3,5,7,8

Other CEIAG Progression Officer work pertaining to the continued support of present students’ and helping to develop new initiatives for up and coming students’.

- Ongoing work on re-accreditation of the ‘Quality in Careers Inspiring IAG Gold Award
- Help parents with the completion of SEN Travel Assistance Forms/College bursary forms/Child Benefit Forms
- Assisting Post 16 leavers if they drop off their chosen destinations by speaking to parents/the young person and discussing other possible destination with other providers, then setting up appointments and taking the young person to them, transitioning them onto something else
- Liaising with school staff/parents/onsite teams/outside agencies – all for the best support possible for our young people
- Intensive support of some of our more vulnerable young people
- CEIAG information is recorded on SIMS so other staff know what each student has had access to and for the CEIAG Year 11 leaver report.