

# The Garibaldi School

## Careers Education and Information, Advice and Guidance (CEIAG) Policy September 2022

**School Lead:** Albany Bleasdale

**Approved**

**Date of next review** September  
2023

**Signed by Chair of Governors:**

**Date:** 9<sup>th</sup> November 2022



## **INTRODUCTION**

Students need a planned programme of activities to enable them to gain the knowledge, understanding, skills, attitudes and attributes required to make well informed choices about their 11 -18 pathways and to enable them to manage their careers and sustain employment throughout their lives.

Effective careers education is impartial and considers young people's personal abilities, needs and preferences. It is motivating and it raises aspiration, by providing clear targets and by encouraging young people to participate in learning and to attain qualifications to reach their full potential.

A clear picture of the current and projected local and national labour market helps to support students' future career intentions and helps inform future education and training plans. The Garibaldi School has a duty to provide careers education from Year 7 to 13 and to give students access to careers information and impartial guidance.

Careers features as a key part of the Personal Development Curriculum which is complimented by a diverse and extensive character building, enrichment and extra- curricular/extended study programme. Students are provided with a multitude of opportunities to try new things, discover new interests, develop their talents and connect with others more deeply, thus developing their emotional resilience, personal identity and long-term goals.

## **AIMS AND OBJECTIVES**

This policy aims to detail the procedures and guidelines for the delivery and availability of Careers Education and Information, Advice and Guidance (CEIAG). The main aims of the policy are:

- To set out the procedures put into place to ensure that CEIAG is delivered in line with the Career Strategy December 2017. The School will work towards the Gatsby Benchmarks. The School is working closely with the CEC (Careers and Enterprise Company) to ensure the GATSBY Benchmarks are achieved.
- To develop students' aspirations, self-awareness and participation in CEIAG.
- To encourage students to make good use of resources available to them in order that they can make well informed decisions throughout their school journey and beyond developing Career Management skills for life.
- To enable staff to explore the resources available so that they are able to support students with CEIAG throughout the school, across all teaching staff including (subject teachers, Achievement Leads, mentors and SEND team)
- To maintain a good working relationship between the school and outside agencies including the Careers Enterprise Company, D2N2 Local Partnership, Employers who work in partnership with the school, local Colleges, Apprenticeship Providers and Universities. The Garibaldi School promotes the importance of Work Experience, and Safety Measures are contracted to handle the Health and Safety for Work Experience.
- To create mechanisms for feedback from staff, students and parents, Governors about the delivery and availability of CEIAG, so that the procedures and delivery can be continually evaluated and improved via the School Improvement Plan/Career Development Plan. This is mostly achieved by using Microsoft Forms and student voice.

- To ensure that the Head Teacher, Senior Leaders and Governors are kept up to date on changes in legislation who in turn ensure appropriate resources and budgets are in place to deliver the Strategy.
- To ensure that all students have the transferable skills required by employers at the end of Year 11. These transferable skills will give them the career management skills they need for their future working life. These transferable skills are embedded in the School standards and the ethos of the School (Pride, Respect, Achieve). Students will have at least 1 meaningful face to face encounter with an employer each year (from Year 7 to 13).
- To motivate and encourage every student to not only achieve their full potential academically but to also make the most of enrichment opportunities as well as work experience by the end of Year 10 and Year 12. It is the school's duty to ensure that students have the transferable skills and are invested in their personal development before leaving The Garibaldi School at the end of Year 11 or 13.
- To monitor and evaluate destination information for both Year 11 and 13 leavers. In year 11, we work with Ideas 4 Careers to achieve this.
- To recruit former students as part of our Alumni network to inspire current students.
- To give all students access to Unifrog and ensure they are trained in its use relevant to their age.
- To provide students and parents with a wide variety of opportunities and Labour Market Information relevant to the age of the child.

The CEIAG policy is underpinned by the School's provision for the Personal Development Curriculum and Pastoral Care including Students Support and Behavioural Support. Students identified as most at risk of becoming NEET, Looked After Children, students receiving Pupil Premium and students identified as having Special Educational Needs are all given additional support from specialist teams in school. This is also applicable to Able and Aspiring students through the Raising Aspirations curriculum.

The CEIAG policy has been developed alongside other whole school policies, reinforcing those aims that are appropriate to CEIAG.

The CEIAG policy is underpinned by the following DfE statutory and statutory guidance:

- Careers guidance and inspiration in schools DfE statutory guidance March 2015
- Participation of young people in education, employment or training DfE statutory guidance April 2014
- Careers guidance and inspiration in schools. DfE non-statutory guidance April 2014
- Governors Handbook
- Careers Strategy December 2017 – all Schools to achieve the Gatsby Benchmarks by September 2020.

## **MANAGEMENT AND KEY STAFF**

Careers Leader is Albany Bleasdale  
 Second in Department is Emily Watts  
 Year 13 Destination Coordinator is Ben West

## PROVISION

The delivery of CEIAG occurs through all curriculum areas and through events which lie outside of the curriculum area. Some events involve all students, while others are targeted to students according to their individual needs. Delivery is focused at key transition points:

- Key Stage 3 – Identifying strengths, self-reflection of transferable skills, making well informed decisions, an introduction to Unifrog in mentor time and in lessons.
- Key Stage 4 - Destination Planning – College, Apprenticeship, Traineeship, A Levels and other education/training
- Key Stage 5 – Destination Planning – University, Apprenticeship, Employment.

The CEIAG programme includes Careers Education as follows: -

- Careers information is embedded into the Personal Development Curriculum active mentoring programme.
- Raising Aspirations – What could I be? Exploring Career aspirations in mentor time in Years 9 and 10.
- Inspirational Guest Speakers in School covering a variety of careers and pathways – Year 7-13 – face-to-face and via Teams throughout the year (including Willmott Dixon, the Army, the Police Service, Mansfield District Council, NHS careers and ASK Apprenticeships)
- Options Information Evening in Year 9.
- Year 9 Options Taster introduction
- Visits to Employers
- Competitions
- Promotion of on-line/virtual opportunities via Microsoft Teams (including Springpod)
- Year 10 CV writing/Preparation for Work Experience Dropdown Day
- Year 10 Mock Interview Day – interviews with Employers (TBC with Mansfield District Council)
- Applications and preparation for Work Experience (from September throughout the academic year)
- Year 10 and 12 Work Experience
- Work Experience Debrief and reflection, including body language, conduct and how to conduct oneself during phone-calls
- College and University visits, Apprenticeship/Trainee Guest Speakers in Year 10 and year 11.
- Linking of careers and skills through all subject areas (through signposting of Unifrog).
- STEM events throughout the year organised by the Lead of Careers and Achievement Leads.
- 1-1 advice and guidance meetings with Level 6 qualified Careers Adviser, available to all year 11 and all year 13 students.
- All Year 11 and 13 students have a sustainable destination in place when leaving Year 11 and students in Year 13 have the career management skills to navigate their own career pathway.
- Student voice for all year groups.
- Whole school Charity Fund Raising (including food banks and Anti-Bullying Week)
- Trips to employers, subject trips, University and Careers Fairs

## ENTITLEMENT FOR CEIAG

Students are entitled to careers education, information, advice and guidance which is both impartial and confidential. At Key Stages 3, 4 and 5, students are given opportunities built within the Personal Development curriculum to ask questions and explore their interests, with the aide of Unifrog. Students can also approach subject specific members of staff and the School's Careers Lead. This impartial advice is based on the individual student's needs. Targeted support is available for students at risk of becoming NEET. There is also the opportunity for students to have access to careers advice from independent and local institutions including many employers, local colleges, apprenticeship providers and universities. Students in all year groups have access to the Unifrog platform which is an impartial careers platform. In addition, there are many useful websites available to students, parents and staff on the Virtual Careers Padlet page, found here: <https://padlet.com/ableasdale/y4ty2z0hn8k5vmzc>

### KEY STAGE THREE

**Mentor support:** Mentors may refer students who need specific careers advice to an Achievement Lead, SEND team, Senior Leader or the School Careers Lead. Mentors and teachers can also refer students to careers resources on Unifrog and the virtual career's links.

**Referrals:** SLT, Achievement Leads, SEND, Student Support, Individual Mentors, School Careers Lead.

**Independent careers advice:** Available from the school's network of employers. Colleges, apprenticeship providers and universities, guest speakers. In addition, the School's impartial Career Facilitator (Ideas 4 Careers).

**Year 9 Options Information Evening:** All students and their parents are invited to attend an information evening where they can learn about and discuss the options available to them for Key Stage 4 study.

**Alternative Provision:** The Head of Year/Achievement Lead for each year, the SEND team, and Mentors may liaise to discuss and decide whether it is in a student's best interests to continue with a full cohort of options subjects; this decision will be discussed and made with parents/carers.

**Year 7 and 8 Parents Evenings:** This is an opportunity to update parents and to set student targets across subject areas at Parents Evening and for personal development target setting. This supports the option decision making in Year 9, which is also supported by the Year 9 Achievement Lead.

**Year 7, 8 and 9 Personal Development Programme:** Careers education is embedded in the PDC for all year groups. Careers books are provided to every student with age related work, lessons are designed to provide students with age-appropriate information and activities, with the use of Unifrog sessions to support this. Intervention is put into place for those students who do not have computer access at home.

**Student Voice:** Students from all year groups have the opportunity to share their opinions and reflect, after they have had a visit/ been part of a particular programme. Students also have opportunities to share their voices with their mentors, supported by the Personal Development Curriculum. Student voice takes a lead role in providing feedback and shaping the current careers provision and what students think it should look like in the future.

**Visits and Guest Speakers:** Subject areas will arrange visits out of school when appropriate and guest speakers are invited into school. Inspirational Guest Speakers come from Industry, Higher Education, Apprenticeship providers as well as from our Alumni network. This will take place either in person or via Teams across all year groups.

**Careers Information:** All students and parents have access to Careers information on our website, including recommended useful links and opportunities for virtual work experience. Outside of classrooms, teachers have personal posters, whereby students can see how each member of staff has progressed throughout their lives and in their different careers.

## KEY STAGE FOUR

**Mentor Support:** Mentors may refer students who need specific careers advice to the appropriate party. Mentors can also refer students to careers resources on Unifrog and the VCL. Details of individual 1-to-1 meetings with Ideas 4 Careers and consequent individual targets will be recorded, reviewed and maintained by the Careers Lead (A.Bleasdale).

**Destination Planning:** KS4 students continue with their self-evaluation of transferable skills, careers and pathway research by the use of Unifrog. Students have the opportunity to attend guest speaker talks and to go on visits. E.g.

- Year 10 students attend a range of visits to WNC, Birmingham NEC, The Skills Show in HT2. In HT3, Employers visit The Garibaldi School during Raising Aspirations Week, including NTU, BGU and ASK Apprenticeships. In addition, students in Year 10 get several updates and opportunities on Work Experience via assemblies, mentor time tasks on conduct in the workplace/ finding and securing a placement/ how to conduct oneself over the phone.
- Year 11 students complete a work experience review during their mentor time sessions, reflecting on their employer's comments. This is in HT1 of the Personal Development Curriculum (Careers-what do I want to do? CV Writing). In HT2, all year 11 students receive an assembly from Hydro Aluminium (one of our STEM business contacts) who are also involved in our Year 11 careers Day. In addition, students have assembly provision from NCS (Launch for Post-16), BGU, West Notts College and an assembly on 6<sup>th</sup> form (introduction and expectations). All year 11 students also receive a 1:1 careers appointment with Ideas 4 Careers, whereby all advice provided is from a Level 6 qualified careers facilitator who provides impartial careers advice. All students receive their own personal action plan from their appointment and this is then provided to the student by the Careers Lead.
- The Garibaldi School holds an Open Evening for The Garibaldi College each year. This is an opportunity for all students in Year 11 and their parents/ guardians to come into school to find out about Post 16 options. A range of local and national employers attend in addition to local Colleges, apprenticeship providers and a number of Universities. Students have the opportunity to network with a variety of people and not only have the chance to plan their Post 16 destinations but look further ahead to going to University, Higher Apprenticeship/Degree apprenticeship and ultimately gaining employment.

**Support for Destination Programme:** Enhanced support is offered to identify students, including those with specific needs. Specific needs will include SEND, Looked after Children and Pupil Premium students. Support is given with personal development planning and with applications for college/apprenticeships.

**Year 10 CV writing and Work Experience Dropdown Day:** Year 10 have a themed day where students have prepare/ update a CV and have the opportunity to use IT to apply and secure a work experience placement. Selected students (where identified by their mentors) will have

further support with this process on the day in an intervention group, held by the Careers Lead. This continues to develop students' employability skills through the development of teamwork.

**Year 10 Work Experience:** All students go out on Work Experience in Year 10 and support is provided from Careers Lead and mentors. Preparation for work experience and the debrief takes place in mentor time, dropdown days and assembly provision.

**The Garibaldi School Sixth Form Open Evening:** All students and their parents/carers who are interested in applying to The Garibaldi School Sixth Form are invited to attend an open evening where they can learn about and discuss the options available to them for Key Stage 5 study. This includes a taster of each subject on offer and a chance to liaise with subject specialists at the event.

According to their requirements, students are given advice on their alternative post-16 routes by Ideas 4 Careers. This information is collected and recorded on our Destinations platform (managed by the Careers Lead).

**Careers Website Information:** All stakeholders (students, parents/ guardians/ teachers/ employers) can access up to date careers information on our website. This features age related opportunities, Career and Apprenticeship opportunities and useful links to support students' decision-making. We also provide application opportunities for courses, apprenticeships and part-time jobs. This is via our Padlet Careers page (<https://padlet.com/ableasdale/y4ty2z0hn8k5vmzc>)

## KEY STAGE FIVE

**Mentor support:** During Post 16 the majority of student support is given during Mentor time, Head of Sixth Form and (where appropriate) the Careers Lead. The programme is designed to support progression pathways, including University, apprenticeships, training and employment.

**Curriculum:** Subject teachers can also provide support including guidance for their specialist subject course, preparation for personal statements for university and college interviews, facilitating university taster days and supporting with subject-specific Ox-Bridge mock interviews.

**Impartial careers advice:** Students may request an interview at any stage. Students, staff and parents can refer to the Careers Lead. The Careers Lead will draw on impartial advice from Ideas 4 Careers in order to support students and parents/ guardians with their choices.

Students who leave The Garibaldi School Sixth Form prior to completion of their Post 16 courses are required to attend an interview with the Sixth Form Senior Leaders. The team ensure a destination is in place before the student leaves the Sixth Form.

## Additional activities

- Inspirational Guest Speakers including Alumni
- Presentations and workshops from visiting university/apprenticeship speakers
- Oxbridge visits
- UCAS Dropdown day (HT3)
- Post-18 Careers Fair (HT2) held at Magna, Sheffield
- Charity fundraising (Business Enterprise Curriculum)
- CV update

- Quality work experience in Year 12 and debrief.
- Personal statement support and update
- Access to Unifrog (MOOCs recommended by Careers Lead to enhance Personal Statements)

## **CONTINUOUS IMPROVEMENT**

All mentors and teaching staff receive training on the Careers provision annually during INSET Day. Staff who are new to the school and/or the mentoring system each year will receive training via INSET training. All staff involved will receive a crib sheet and a Personal Development handbook which specifies useful links to support students' career knowledge.

Training on Unifrog is also provided from Jen Carter, our Unifrog contact.

The Careers Lead regularly attends meetings with the Careers Enterprise Company (J. Matthews) in order to ensure The Garibaldi School is reaching the GATSBY Benchmarks. Responsibility for keeping up to date on legislation lies with the Careers Lead and is gained by regular training about new developments in CEIAG, with the advice from the CEC and J. Matthews.

The Careers Programme is reviewed and evaluated on an annual basis. A report is produced by the Careers Lead and sent to the Head Teacher and Senior Leaders. Feedback is sought from students, parents, staff, governors and employers after each event. Areas of improvement are put on the Careers Development Plan and also feature as targets for member of the careers team.

The Garibaldi School has joined the CEC in order to improve our careers provision. In addition, The Garibaldi School utilizes COMPASS to audit progress on a termly basis. This document is then used to focus meetings with J. Matthews and the CEC, as well as provide specific whole school targets to improve the careers programme.

Feedback is sought by email (from staff and students), Microsoft Forms and verbal feedback. The Careers team welcome feedback from all.

## **PARENT UPDATE**

Parents are kept up-to-date with the policy via The garibaldi School's website (<https://www.garibaldischool.co.uk/page.php?d=pshce&p=events-careers>) and regular parent evenings. Feedback is requested from parents via Microsoft Forms. The School website contains a Careers page giving the entitlement for each year group, demonstrated in MTPs. There is a Virtual Careers Library providing details of lots of useful resources for all of our stakeholders.



## **BUDGET**

A designated careers budget is available each year to cover the CEIAG.

## **EQUAL OPPORTUNITIES AND DIFFERENTIATION**

All information, advice and guidance will be provided impartially to all students and will be provided free of bias. Students will be encouraged to look at careers and courses outside the normal gender stereotypes (supported by visual material around the school site). Following the guidance all students with SEND will be entitled to transition plans. Where a student has an Education Health Care Plan, all reviews of that plan will include a focus on preparing them for adulthood, independent living, employment and participation in society. Students with SEND will receive independent and impartial advice about mainstream education, training and employment opportunities on offer, regardless of their individual circumstances to support them for the next phase of education or training and beyond into adult life.

## **EVALUATION AND REVIEW**

This policy will be reviewed annually as part of the whole-school self-assessment process for continuous improvement and will be reviewed by the governors when any additions or amendments are made. The delivery of CEIAG, including external provision to students will be evaluated annually through discussion with students, evaluation forms, Microsoft Forms and during supervision of the day.

Individual Careers-linked events such as visits to Careers Fairs and Year Work Experience Dropdown Day are evaluated individually and reported to senior staff as part of the annual reporting process.

The school will also utilise both local and national destination data (current labour market information) to assess the success in supporting students to take up education and/or training which offers good long-term prospects.

## **ADDITIONAL INFORMATION**

The Virtual Careers Library on the School website has many useful links for students, staff and parents.

National Careers Service  
Unifrog  
D2N2  
What Next Channel  
Apprenticeships.gov.uk  
Labour market information (Vimeo)  
Careers Map  
Construction Industry Careers  
NHS Careers  
Career Boss

Albany Bleasdale  
September 2022

Review and evaluation in September 2023.

# The Garibaldi School Careers Education Information Advice and Guidance (CEAIG) Strategy

## **Vision**

All students on leaving The Garibaldi School and Sixth Form will have the Career Management Skills required for life. They will be able to self-evaluate their transferable skills and be able to demonstrate these to an employer. They will be inspired to make the most of their life choices. Science, Technology, Engineering, Maths careers will be promoted to all students. Students will follow the career path that best suits their individual needs and allows them to fulfil their true potential. All students in years 7 to 13 will be provided with independent, impartial careers advice from a variety of sources throughout their time at The Garibaldi School and Sixth Form College, following a progressive and ambitious curriculum.

## **How will we achieve this?**

The Garibaldi School and Sixth Form College will commit:

- To deliver quality, effective, impartial CEIAG
- To monitor and evaluate all aspects of provision as part of the continuous improvement of the programme
- To engage with outside providers of education and training
- To engage with local employers
- To inform parents so they can support and help their children
- To raise aspirations
- To challenge stereotyping
- To promote equality and diversity
- To ensure staff are sufficiently trained
- To embed CEIAG in the curriculum
- To put the needs of the students first
- To provide all students with an equal opportunity of progression and success
- To offer a personal programme for every individual student
- To deliver the programme through Careers Events, active mentoring and during curriculum time

## **How will we measure our effectiveness?**

- Our success will be measured by feedback from all stakeholders (students, parents, staff, Governors, employers, external providers).
- We ensure all students make successful transitions from KS3 -KS4 and from KS4 – KS5.
- We record all Year 11 and 13 destinations ensuring that students have sustainable destinations in place.
- COMPASS is used to measure effectiveness and productivity TERMLY
- Close liaison with the CEC to support continuous improvement of the careers programme
- Target is zero for NEET.
- Continual tracking of former students career paths via the Alumni.
- The programme is reviewed and evaluated on an annual basis as part of the continuous improvement of the programme.
- The Careers Development Plan is updated on an annual basis and staff targets set.

Albany Bleasdale

Careers Lead

September 2022

To be reviewed in September 2023

# Policy Statement on Provider Access

## **The Garibaldi School- Provider Access Policy Introduction**

This policy statement sets out the School's arrangements for managing access of providers to pupils at the School for purpose of giving them information about the provider's education and training offer. This complies with the School's legal obligations under Section 42B of the Education Act 1997.

The Garibaldi School and College hold the Careers in Quality Standard Career Mark and have a stable Careers Plan in place working towards the Gatsby Benchmarks. The School has a large network of contacts and providers are actively invited into the School and College on a regular basis. The Careers Plan at the School is continually reviewed and improved.

## **Pupil Entitlement**

All pupils in years 7-13 are entitled:

- To find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical information and apprenticeships - through option events, assemblies, dropdown days, workshops and group discussions.
- To understand how to make applications for the full range of academic and technical courses.

## **Management of provider access requests Procedure**

A provider wishing to request access should contact, Miss Albany Bleasdale, Careers Leader, on 01623 464 220 Email: [ableasdale@garibaldischool.co.uk](mailto:ableasdale@garibaldischool.co.uk)

## **Opportunities for Access**

A number of events, integrated into the School Careers Programme, will offer providers an opportunity to come into School to speak to pupils and/or their parents/carers.

Please see the attached programme of events at The Garibaldi School.

Please speak to the Careers Leader to identify the most suitable opportunity for you.

## Premises and Facilities

The School has facilities available for providers to come into School to speak to students. There is a main hall in the School for presentations. Classrooms and smaller meeting rooms are also available as required for more tailored approaches to careers information. The School will make available AV equipment for presentations. This will be advised and discussed prior to the visit.

Our main provider for careers information is Ideas 4 Careers. We invest in Ideas 4 Careers to provide all of our students in Year 11 with a 1:1 careers appointment with a Level 6 qualified facilitator. After their appointment, students will then receive their own bespoke careers action plan from A. Bleasdale and Ideas 4 Careers, so that students can reflect on their 1:1 appointment and put these plans into action.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Main Reception, which is visited regularly by the Careers Leader. The resources are available to students at lunch and break time and are kept in the careers room. The School also has a Library for pupils and parents/ carers to access useful websites, offering many useful links. At The Garibaldi School, we also invest in the online platform Unifrog, which is a tool we have embedded into our Personal Development curriculum in every year group, from Year 7 to Sixth form. Students and parents/carers can use this at home in order to access current labour market information and view the many opportunities available, as well as the grades required to get onto courses or jobs of interest.

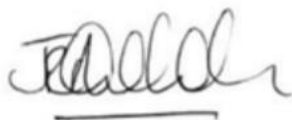
## Approval and review

Approved on \_\_\_\_\_ by Governors at Curriculum and Standards Committee

Next review: September 2023



Signed by  
S Sayer  
Careers Education Link Governor



Signed by  
J Aldred  
Head of School

	Autumn Term 1	Autumn Term 2	Spring Term 1	Spring Term 2	Summer Term 1	Summer Term 2
<b>Year 7</b>		<p><b>External Visits:</b> Red Cross/ Road Safety/ Fire department (pending)</p> <p><b>Dropdown Day &amp; Employer Encounter:</b></p> <p>On 3rd November, 2022, all Year 7 students will have a visit from Willmott Dixon (a construction company) to provide information on gender equality in their workplace, roles that currently exist and routes into employment within construction.</p>	<p><b>Widening Participation Week:</b> Introduction to University of Cambridge</p>	<p><b>Personal Development module:</b> Respecting Others</p>	<p><b>Personal Development module:</b> Rights and Responsibilities</p>	<p><b>Personal Development Module:</b> Careers Ideas Job Sectors</p> <p><b>Assembly</b> on 6<sup>th</sup> form (intro and expectations)</p>
<b>Year 8</b>	<p><b>Future Goals module in Personal Development</b></p> <p>A Part Time Job, Volunteering &amp; Self-Employment <b>module in Personal Development</b></p>		<p><b>Widening Participation Week:</b> Introduction to Long-term Success</p> <p>Introduction to University of Cambridge</p> <p>Sixth Form Workshop <b>Employer Visit:</b> NTU Exploring University</p>			<p><b>Dropdown Day:</b></p> <p>Provisional Date: Tuesday 4<sup>th</sup> July, 2023:</p> <p><b>Employer Encounter:</b> On the 4th July, 2023, Year 8 will have an employer visit from the Army, who will discuss gender equality in their workplace, the different roles within the army, as well as routes in to this employment.</p>
<b>Year 9</b>	<p><b>Personal Development Module:</b> Employment and the Workplace: moving forward, target setting, Enterprise, career planning, Unemployment &amp; impact</p>	<p><b>Employer Encounter and current labour market information:</b></p> <p>On 30th November, 2022, the whole of Year 9 will receive an employer visit for 1 hour from Enact, a drama production of all of the different jobs and careers within the NHS, as well as the qualifications needed to get there.</p>	<p><b>Employer Visit</b> NTU Skills for Success <b>BGU University Life</b> <b>KPMG Visit:</b> Introduction to the World of Work</p>		<p><b>Dropdown Day:</b></p> <p>Provisional Date: Wednesday 26<sup>th</sup> April, 2023</p> <p>On 26th April, 2023, all Year 9 students will have a visit from Mansfield District Council, whereby students will gain first-hand advice from several roles within the Council, including HR roles, Photography, Law (including Judges) and many other roles within the Council.</p>	<p><b>Unifrog</b> whole year group: Finance Tasks &amp; prep for WEX <b>Personal Development Module:</b> Further Education/ Cost of Living</p> <p><b>Assembly</b> on 6<sup>th</sup> form (intro and expectations)</p>
<b>Year 10</b>	<p>Assembly on WEX importance Contacting companies</p> <p>WEX Permission Slips</p> <p><b>TRIP:</b> to WNC with small group of students</p> <p><b>Personal Development module:</b> Preparation for WEX: workplace experiences/ reliable digital content,</p>	<p><b>Assembly</b> on employer feedback</p> <p><b>Assembly</b> on 6<sup>th</sup> form (intro and expectations)</p> <p>Interventions begin</p> <p>WEX letters and emails to be sent</p> <p><b>TRIPS:</b> West Notts College &amp; Birmingham NEC The Skills Show</p>	<p><b>Assembly</b> on WEX updates.</p> <p><b>Dropdown Day:</b></p> <p>Provisional Date: Thursday 9<sup>th</sup> February, 2023</p> <p><b>Employer Encounter:</b> On the 9th February, 2023, Year 10 will have an employer visit from the Army, who will discuss gender equality in their workplace, the</p>	<p><b>Assembly</b> on WEX updates.</p> <p>Push to get WEX placements in place</p> <p>Interventions continue.</p>	<p><b>Assembly</b> on conduct in the workplace</p> <p>Important things to check e.g lunch arrangements/ work uniforms</p> <p><b>Employer Encounter: Work Experience x1 Week</b> (W6, 22<sup>nd</sup> May- 26<sup>th</sup> May, 2023)</p> <p>Phone calls to employers made to check on students</p>	<p><b>Careers videos</b> embed into curriculum</p> <p>Personal Development Module: Financial Capability, <b>IGC</b>, types of employment and Labour Market info &amp; Workplace Health &amp; Safety</p>

	workplace behaviour, online opportunities, Safety Measures & choosing a WEX placement, Writing WEX application letters		different roles within the army, as well as routes in to this employment.  <b>Employer Visits TBC:</b> NTU- The Big Debate BGU Routes into Teaching/ Routes into Drama ASK Apprenticeships (application process) Mock Assessment Centre (ASK Apprenticeships)		In the week commencing 22nd-26th May, 2023, the whole of Year 10 will take part in work experience week, whereby they go out into the working world at a placement of their choice, and experience a full week's worth of work. This provides our students with a wealth and depth of experience of the real world of work, and is something that always significantly helps students with their career prospects.	
<b>Year 11</b>	WEX Review, Reflection and employer's comments  <b>Personal Development</b> module: Careers- what do I want to do?, CV Writing, Online Content Opportunities (vlogging, blogging, trip advisor), Unifrog, Taking Opportunities for education/ work  <b>Ideas 4 Careers 1:1 appointments</b> for year 11 & year 13 begin.	<b>Employer Encounter...</b>  In the second half term of the year (2022, October-December) all year 11 students will receive a careers focused assembly from Nottinghamshire Police, introducing our students to the different careers and pathways into the police service.  NCS Assembly and Launch for Post-16  BGU assembly  West Notts College assembly  Assembly on 6 <sup>th</sup> form (intro and expectations)  Unifrog tasks  <b>Employer Visits:</b> Nottingham Trent University BGU Birmingham NEC 'The Skills Show'  <b>Ideas 4 Careers: 1:1 appointments</b> begin.			<b>Personal Development</b> module:  How to deal with large workload effectively	
<b>Year 12</b>		Visits: Growth Mindset  <b>Personal Development:</b> money, health, volunteering, social interaction	<b>Nottingham Trent University</b> (next steps)  Career interviews	Higher Education Fayre Lincoln  Summer school applications		<b>UCAS</b> Dropdown day
<b>Year 13</b>	<b>Ideas 4 Careers 1:1 appointments</b> for year 11 & year 13 begin.	Visits: Personal Statement Workshop	<b>University of Nottingham:</b> Interview Techniques  <b>UCAS</b> Dropdown day			