



SKEGNESS ACADEMY

CAREERS POLICY 2019/2020



Careers & Employability
SKEGNESS ACADEMY

Written By	L Oldfield
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Interim Review	February 2020
Next Review Date	April 2020

Careers Intent

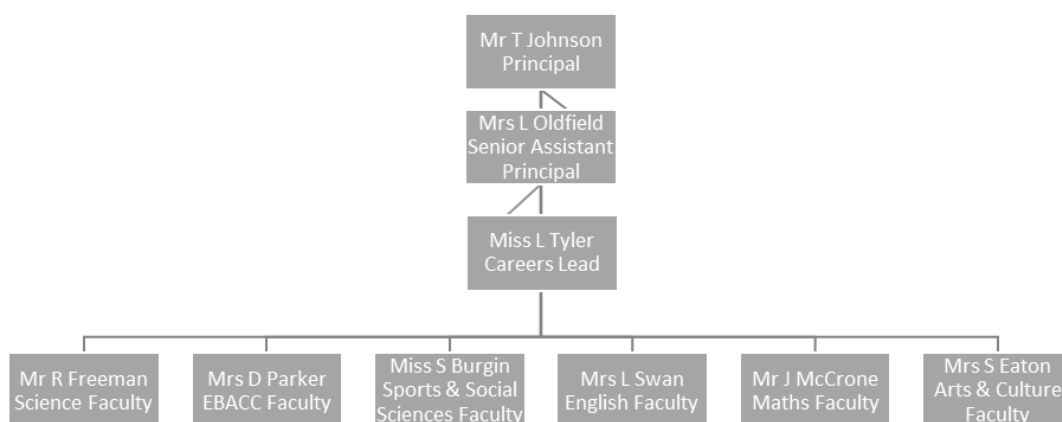
The Skegness Academy is committed to providing high quality, relevant and contextualised careers education, advice and guidance in order to provide every child with the knowledge, skills and confidence to support them with their chosen career aspiration by going above and beyond the statutory requirement. The objective of the careers provision is to raise aspirations amongst our pupils and support them to make informed decisions in every area of their education including during key transition stages by ensuring that careers education is embedded within all areas of both the national and hidden curriculum.

All pupils who follow a vocational pathway are entitled to practice the skills they learn within the curriculum through high quality work placements with the aim of broadening their cultural and social experiences. Furthermore, the intention is that all pupils have contact at least once a term with employers to encourage them to aspire, make good choices and understand what they need to do to reach and succeed in the careers to which they aspire. In addition, all pupils have access to unbiased information about potential next steps.

The careers strategy aims to provide every child with the knowledge, skills and confidence to ensure that, irrespective of their starting points, pupils make informed career decisions about their future Post 16 and fulfil their potential through the use of the Gatsby Benchmarks.

All pupils at the Skegness Academy have access to an extensive careers education, information, advice and guidance programme which will promote the development of transferable skills that enable pupils to make links between the skills they have learnt in the classroom and those they will need to use in later life to enable them to engage with and be fully functioning members of society.

Careers Staffing



3 Year Plan

The one-year strategy for Careers at the Skegness Academy is devised from a long term 3 Year Plan with three specific objectives that then form the basis and focus for the 1 Year Plan. Both plans are reviewed termly to ensure they continue to be fit for purpose and provide a well-rounded programme of enrichment, life skills and workability skills. Each plan can be viewed on the Academy website. The three priorities for 2019 to 2022 are:

1. Develop the Careers in the Curriculum Framework
2. Promote Employer Engagement across all areas of the Academy
3. Introduce and embed an effective Alumni network.

Careers and NCOP

The Academy works closely with the National Collaborative Outreach Programme (NCOP) to support our pupils, regardless of socioeconomic background to progress into Higher Education. As part of the programme, we work with LincHigher to provide targeted education outreach to break down the barriers that may prevent our pupils from continuing their education on to University. In order to support our pupils, the Academy has specific strategies that are implemented throughout years 8 to 13 to reduce the gap in higher education participation between the most and least represented groups and support young people to make well-informed decisions about their future education. This is provided through a planned and comprehensive yearly calendar of activities that are personalised to each year group and the specific needs and requirements within each year group and includes engagements with employers, trips & visits, motivational speakers, effective techniques for coping with revision and exam stress and finally, supporting pupils to develop life skills and workability skills.

Compass Audit

Each year the Careers Lead completes the Compass Tool Audit as part of the self-evaluation process which is then used to inform the 1 Year Plan to ensure that each Gatsby Benchmark is being appropriately applied within both enrichment activities and the curriculum. As of September 2019, the Compass Tool gave the following outcome based on our self-evaluation of the careers programme:

BENCHMARK		% COMPLIANT Sept. 19
1	A Stable Careers Programme	82%
2	Learning from Career & Labour Market Information	60%
3	Addressing the Needs of Each Pupil	81%
4	Linking Curriculum Learning to Careers	75%
5	Encounters with Employers & Employees	100%
6	Experience of Workplaces	50%
7	Encounters with Further & Higher Education	100%
8	Personal Guidance	100%

External Providers

A wide variety of external providers are invited into the Skegness Academy to provide our pupils with a broad and balanced mix of different careers, routes into employment and educational providers. The Academy also attends local Careers Fairs as part of the networking agenda to increase the number of partner providers we work with.

The Academy has a formal relationship with the University of Lincoln who in turn provide additional support to our UCAS applicants and often provide lower entry requirements on certain courses along with additional support with personal statement writing for UCAS applications.

Careers Provision at the Skegness Academy

All students are entitled to be fully involved in the Skegness Academy careers programme. Students are encouraged to take an active role in their own career development, so the careers programme emphasises student involvement with a focus on self-development; learning about careers and the world of work; and developing career management and employability skills. The Careers Lead maintains a tracker of all employer engagements which is then reviewed to ensure all year groups are being exposed to a variety of employers, workplaces and different career pathways.

What can pupils expect from the careers provision at the Skegness Academy:

- Support at key transition points including their GCSE, Post 16 and Post 18 options.
- Unbiased and impartial guidance from a Level 6 Careers specialist.
- Up to date information on the Labour Market and routes in to further/higher education and employment.
- Support with creating a portfolio of evidence to be used in interviews such as a CV, record of qualifications and a personal statement.
- Support to develop life skills, employability skills and career management skills.
- Explicit links between what they are learning and how it can benefit them in the future.
- Awareness of making informed decisions on careers related choices.
- A meaningful encounter with a representative from the world of work each school year. Year 10 and Year 12 pupils will also experience up to one week of a work based placement as part of the Work Experience programme.
- To participate in a range of activities including encounters with employers, education and training providers, the armed forces and apprenticeship organisations.
- To be able to self-refer themselves for a careers one-to-one session with the Careers Lead either through the drop box in school or online through the Academy website.
- To be provided with a detailed Action Plan after each one-to-one session with the Careers Lead which includes possible next steps to encourage pupils to take control of their own choices, actions and decisions.
- Regular student voice on the quality and provision of the careers programme and provided with the opportunity to make suggestions and recommendations to inform future planning.
- Opportunity to talk to the Careers Lead and/or FE or HE providers at Year 9 and above Parents Evenings.
- Access to role models to support the raising aspirations agenda including alumni, current apprentices and university students.
- Reassurance that the Academy will work to ensure that each pupil goes on to a sustained destination that is personalised and bespoke to each individual.

As part of the careers programme, parents are often invited to support the Academy by attending one-to-one sessions with their child and the Careers Lead. Parents can also self-refer themselves for careers guidance from the Careers Lead. Finally, parents are encouraged to support events such as the Careers Fair if they have their own business.

Baker Clause

The Baker Clause (amendment to the Technical and Further Education Act introduced in January 2018) requires schools to allow FE providers to advertise their services to pupils. Skegness Academy is fully compliant to this. Activities and engagements for the academic year 2019-2020 include:

- Skegness TEC assembly for Year 11 on Tuesday 14 January 2020.
- National Apprenticeship Service assembly to Year 11 pupils on Tuesday 4 February 2020.
- Whole Academy Careers Fair (including GAT Primaries) on Wednesday 13 February 2020. The following colleges attended: Skegness TEC, Grimsby College and Lincoln College.
- National Apprenticeship Service assembly to Year 10 pupils on Monday 24 February 2020.
- Trip to Leicester (UCAS Fair) for Sixth Form students on Thursday 13 March 2020.
- Trip to Skegness TEC for Year 8 pupils on Friday 14 February 2020.
- Trip to Skegness TEC for Year 11's interested in vocational pathways planned for March 2020.
- Trip to Boston College for Year 10 pupils planned Monday 22 June 2020.
- Trip to Skegness Tec for Year 10 pupils planned for Wednesday 1 July 2020.

Skegness Tec and Boston College also attended Year 11 Parents Evening in November 2019.

Careers Calendar

The Academy has a yearly calendar of events; a summary of the calendar is below. A more detailed calendar including the NCOP calendar are also available upon request.

	TERM 1	TERM 2	TERM 3
Year 7	Luke Staton – Assembly/workshop on personal development. Careers in Curriculum – intro to careers.	Learning performance - Essential Study Skill Y7 & 8. Careers in Curriculum – local LMI.	Careers fair. Careers in Curriculum – growth sectors.
Year 8	Luke Staton – Assembly/workshop on personal development. Careers in Curriculum – growth sectors.	Learning performance - Essential Study Skill Y7 & 8. Careers in Curriculum - national LMI.	Inspirational trip to Skegness TEC - prior to selecting options. Careers fair. Careers in Curriculum – choosing my options.
Year 9	Bassit 'Let's Pitch it' competition Careers in Curriculum – preparing for GCSEs.	ITGNA P1 Luke Staton – personal development. Careers in Curriculum – global LMIs.	ITGNA P2 Luke Staton PMNW Careers fair Careers in Curriculum – apprenticeships.
Year 10	Inspirational Speaker Kadija Kalifa- The Apprentice. Careers in Curriculum – GCSE study skills.	ITGNA P1 Luke Staton – personal development. Careers in Curriculum – how to find a job/career.	ITGNA P2 Luke Staton PMNW. Careers in Curriculum – apprenticeships.
Year 11	MyTutor – PP HAPs. Introduction to HE.	Introduction to FE. Introduction to Post 16 options for September.	Skegness Tech assembly. National Apprenticeship week 03/02/2020 till 07/02/2020 Careers fair
SF	University trip Sheffield and workshop. Parent evening university talk. Mentor programme (MADE)	University trip Grimsby Institute and masterclass Well-being & good mental health Think2speak UCAS sessions	Student Finance overview. Careers fair. UCAS sessions.
	TERM 4	TERM 5	TERM 6
Year 7	Careers in Curriculum – CV writing, my skills.	Careers in Curriculum – planning ahead and preparing for KS4, study skills.	Drop down week - Arts & Culture. Careers.
Year 8	Careers in Curriculum – adding to my skills – hard and soft skills.	Careers in Curriculum – mental health stress awareness.	Drop down week - Arts & Culture. Careers.
Year 9	Inspirational Speakers Harry Takhar - Motivate students to work hard and develop aspirations. Careers in Curriculum – continuing my CV.	Careers in Curriculum – preparing for Year 10 and Post 16.	Drop down week - Arts & Culture Careers.

Year 10	Drop down day study skills. (MADE) - Powerful revision and exam preparation strategies through workshops. Careers in Curriculum – matching my CV to Post 16 destination.	Careers in Curriculum – planning for Year 11 and beyond.	College trip and workshops Drop down week - Arts & Culture Careers.
Year 11	Drop down day study skills. (MADE) - Powerful revision and exam preparation strategies through workshops. Parents meeting with Skegness Tech.	Post 16 destination applications continues. talks/assemblies/workshops. Post 16 destination intervention for possible NEETs.	1:1 guidance meeting. Examination preparation – study skills, dealing with stress and anxiety.
SF	Parent finance overview.	Sixth Form induction process continues. Post 18 destination intervention for possible NEETs.	Sixth Form induction process – bridging work set.

Careers Education

Careers is taught through the Careers in the Curriculum programme during tutor time, PSHE (Year 7 and 8) and English/Maths lessons each term. These activities are set by the Careers Lead. The termly topics can be seen in the table above.

The Careers Lead works with a team of Careers Champions who are based within Faculty's and support the implementation and embedding of the Careers Programme within their subject areas. Each Champion meets with the Careers Lead once a term.

It is the role of the Careers Champion to ensure the faculty has a consistent approach to the Careers Programme and to provide support to further develop careers and employer engagements within the faculty. In addition to this, the Careers Champions keep a record of when careers is delivered in subject lessons. The content of the activities is based around the Learning Outcomes of the CDI Careers Framework.

Years 7 and 8

- Introduction to the labour market and growth sectors
- National and global labour market information
- Apprenticeships and other routes into employment
- Development of self-awareness and the ability to be a reflective practitioner
- Planning for Key Stage 4 options.

Year 9 and 10

- Receive support to make informed GCSE choices, including assemblies, Parent's Evenings and Options Evening
- All pupils will have a one-to-one session with the Careers Lead in the lead up to choosing their options
- All pupils in Year 10 will participate in planned work experience placements that are tailored to their intended Post 18 destination
- CV writing skills and workshops
- Be introduced to the different Post 16 pathways in preparation for making their choices at the end of Year 11
- Study skills
- How to look for and apply for a job.

Year 11

- Receive support to make informed Post 16 choices, including assemblies, Parent's Evenings and Sixth Form Open Evening
- Introduction to Higher Education
- Building a portfolio of evidence including CV, qualifications and a personal statement
- All pupils will have at least one one-to-one session with the Careers Lead in the lead up to choosing their Post 16 options
- Continue to develop the skills needed for a successful transition including the importance of bridging activities to support the transition from Key Stage 4 to 5.
- Opportunities to engage with routes into employment and further/higher education institutions
- Bespoke intervention for potential NEETs

Sixth Form

- Receive support to make informed Post 18 choices, including assemblies, Parent's Evenings and visits to open days/evenings of further and higher educational providers.
- All pupils will have at least one one-to-one session with the Careers Lead in the lead up to choosing their Post 18 options
- Bespoke intervention for potential NEETs
- All pupils in Year 12 will participate in planned work experience placements that are tailored to their intended Post 18 destination
- University trips and masterclasses
- UCAS convention
- Support with application writing including UCAS
- Mock interviews with employers and GAT Central Team
- Inclusive Sixth Form Enrichment programme

Staff Development

As part of the Skegness Academy CPD calendar, staff participate in at least two externally presented CPD training events per academic year. Time is also provided during Faculty Time on Tuesday evenings to ensure all Faculties have time to review their Careers in the Curriculum offer.

Monitoring and Evaluation

As part of the quality assurance process to ensure that the careers provision is current, relevant and fit for purpose, the Academy considers both hard and soft outcomes for pupils through a number of ways:

- Regular student voice on encounters with careers and after a session with the Careers Lead.
- Staff feedback through post CPD sessions evaluations and through the Careers Champions.
- Gathering feedback from external agencies who support in school including employers, educational providers and work experience placements.
- Gathering feedback from parents at Parents Evenings, Open Evenings and one-to-one careers sessions with the Careers Lead.
- Quality assurance of careers lessons as part of the Careers in the Curriculum programme.
- Destination data (both published and internal).

The Skegness Academy was awarded the Career Mark in March 2017 which was successfully revalidated in October 2019. The Careers Team are now working towards the Gold Award.