**Learners Entitlement to Careers Guidance and Inspiration at Samuel Ward Academy**

Samuel Ward Academy view careers guidance and inspiration as integral to the work throughout the school. Our vision is to develop a learning community that broadens horizons and raises aspirations through meaningful and powerful links and contact with employers and local businesses. Learners will develop and apply a range of employability skills throughout their time in school and sixth form and develop knowledge and research skills to ensure future pathways are fully informed and allow a clear sense of direction. Some of the activities listed below will be undertaken by the whole year group others are bespoke for smaller groups of learners dependent on their individual needs. **They are inspired by and link with the 6 areas of the Careers Development Institute (CDI**).

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| **When** | **Year** | **Activity** | **Aim** | **CDI LINK** |
| Termly | All years | **ASPIRE Interviews:**All students work with their Tutors and discuss future pathways and ambitions; this is logged on by their Tutors termly.For every subject there is a dedicated ‘Subject Careers Champion’ to discuss potential pathways.  | Develops the opportunity for dialogue between the student and their Learning Coach about future careers and options | Grow throughout lifeExplore possibilities Manage Career |
| Autumn | All years | A wide variety of local and national employers attend a school **careers fair**. Students get the opportunity to learn about job roles, day to day duties, places of employment, what they wear etc. | Gain a wider understanding of the variety of different careers and job roles, what they entail and a wide knowledge of pathways | Grow throughout lifeExplore possibilities Manage CareerSee the big picture/Balance life/work |
| Annually  | All years  | **ASPIRE event:** An annual event for parents/carers and students to explore the educations and employment opportunities available. | Gain a wider understanding of the variety of different careers and job roles, what they entail and a wide knowledge of pathways | Grow throughout lifeExplore possibilities Manage CareerSee the big picture/Balance life/work |
| Half termly  | Years 9-13 | **Advice and a Slice:**A range of workshops are offered to Years 10-13 to open their eyes to the career pathways on offer. These occur half termly and include the following:Medical/Law/Media/Journalism/Economics and Engineering. | As above |  Grow throughout lifeExplore possibilities Manage CareerCreate opportunities |
|  |  All years | Access to **One to One support** provided by our Careers Practitioner, Level 6 qualified. During these interviews a range of resources are shared e.g. Websites and literature.  | Opportunity to explore ideas and start plans for future pathways, impartial and individual support | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| All years | The school website hosts a wealth of information and links which is a great **online tool** that students and their families have access to. | This enables research and skill develop at home to enhance what is achieved in school | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| All years | A range of activities take place during **Tutor time** with learning coaches around careers, skills, and employability. | Further develop skills in research. Expand aspirations and knowledge of careers and pathways. | Grow throughout lifeExplore possibilities  |
| All years | **Employers attend** selected lessons giving insight into how the subject they are studying is linked to job roles. This is supported by Neaco and Future First platform e.g., Humanities, STEM and English. | This enables students to see the link between learning and earning and skills to work. | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| Spring  | All Years  | **Science Week**. A week of science/STEM related activities designed to give students an insight into science including the different careers available | This enables students to see the link between learning and earning and skills to work. | Grow throughout lifeExplore possibilities  |
| On-going | All Years  | **English Department:**Throughout student’s time at SWA students will be supported with vital employability skills and links to careers pathways such as letter, blog, article/ journal and speech writing/Debate.  | This enables students to see the link between learning and skills to work. | Grow throughout lifeExplore possibilities  |
| Summer | Year 7 & 9 | During **activities days** students take part in a**Careers day**. This is 4 lessons that help to introduce them into Career based activities and learning. | A purposeful introduction to self-awareness skills that prepares students for the more intense work carried out in year 9 | Grow throughout lifeExplore possibilities  |
| Summer | Year 7and 8 | In their tutor groups with support Tutors, students develop enterprise activities to raise funds for the house charities this includes parents attendance at a **picnic and summer fair.** | Develop key enterprising and business skills as well as working in teams and gaining the ‘feel good about giving’ attitude | Grow throughout lifeExplore possibilities  |
| On-­‐going | Year 7-11 | ABC values awards – Aspirational, Brave, Compassion. | Students gain evidence of the ABC values and are awarded certificates for participation e.g., attending careers events and workshops  | Grow throughout lifeExplore possibilities  |
| On-going | Year 7 and 8 | Students attend **KS3 STEM in Action**. Series of interactive talks and sessions aimed at students interested in wider STEM careers.E.g. Each class had a WOW lesson about Cells - in particular DNA to enhance their topic knowledge and understanding. It is led by scientists from the Wellcome Sanger Institute, operated by Genone Research Limited, Cambridge and part of that session is about their careers in Science, their day to day activities and the facilities they work in.  | Opportunity to explore potential career pathways in STEM.  | Grow throughout lifeExplore possibilities  |
| Autumn  | Year 9(Trust wide) | **Suffolk Skills Show**Visits to Careers Fairs and Skills Shows that are showcasing a wider range of colleges, universities and employers are arranged. | Gain a wider range of information that is impartial and varied that will help to widen aspirations | Grow throughout lifeExplore possibilities  |
| Spring | Year 9 | Each student spends a day with a parent or relative within their **work place shadowing** their job role | Gives a taste of the world of work and introduction to roles and responsibilities within the work place | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| Summer | Year 9 | Students attend 6 different sessions during a **work related learning day** helping to develop a range of employability skills and career knowledge.  | A purposeful introduction to employability skills that prepares students for the more intense work carried out in year 10 and 12 | Grow throughout lifeExplore possibilities  |
| Spring | All Years  | **Financial Education is carried out in PD lessons (x3) and lead by L Welsh.** | Explores the idea to support learning around personal responsibility regarding finance | Grow throughout lifeExplore possibilities Balance work/life |
| Spring | Year 10 | All students take part in several **PD** lessons to further develop the skills learnt in year 9 such as; CV writing and Interview skills | Gain a more in-depth understanding through teacher led sessions on employability and careers | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| Spring | Year 10 | Local employers come into school and carry out **mock interviews** with all students including feedback such as presentation, CV’s and body language PD session on interview skills (week prior) | Experience an interview with an actual employer, to build on confidence and reflect on the feedback received | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| Summer | Year 10 | Small cohort are placed on a 1 week **work experience** placement where they undertake a complete job role for this period of time. | Gain the experience of routine, responsibilities, working within teams and tasters of careers areas | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| On-­‐going | Year 10, 11,12 & 13 | Students that have extra need for support and are totally unsure of their future paths can have an **independent and impartial interview** with our Careers Practitioner and/or Neaco. | Independent and impartial advice for students that are confused or very unsure of their future | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
|  On going  | Year 11,12 & 13 | Access to One to One support from local Youth Skills Manager regarding access to **Apprenticeships** and local opportunities. | Gain support and access to local opportunities, gain information regarding what individual employers are seeking. Direct recommendation for students regarding interviews for potential Apprenticeship employment. | Explore possibilities Manage Career |
| Autumn | Year 11 | **Post 16 Options** Students Complete a ‘**Your Future’** form for County Council to enable us to track where students intend to go post year 16 and identify further work with any that are still unsure. All students have a **One to One** interview with the Careers Practitioner. | Monitor destinations and ensure every student receives the support needed | Grow throughout lifeExplore possibilities  |
| Autumn -­‐ Spring | Year 11 | Students with an interest in going on to college post 16 will have the option to attend a **college open day** or arranged tour of local colleges. | Gain a clearer understanding and knowledge of colleges to make an informed choice and build confidence in attending | Grow throughout lifeExplore possibilities  |
| Autumn | Year 11 | Identified students who are at serious risk of being **NEET** at the end of Year 11, and working with County Early Help Team identify additional support needs to create a plan of action for the individual. | Confidence and self-esteem is built upon leading to the students feeling positive about their post 16 choices | Balance life and workGrowth throughout life |
| Autumn | Year 11 | Visits to **Careers Fair** that are showcasing a wider range of colleges, universities and employers are arranged. | Gain a wider range of information that is impartial and varied that will help to widen aspirations | Grow throughout lifeExplore possibilities See the big picture |
| Autumn | Year 12 | **Future Focus**­‐ intensive programme looking at Higher Education opportunities including University and apprenticeships – supported by Neaco. | Raise university aspirations, gain knowledge, develop presentation skills and confidence as well as learning research skills | Grow throughout lifeExplore possibilities See the big picture |
| Autumn | Year 12 | Attend a university and day trip. School will authorize open days in lesson time.  | Ensure all students understand that University is an option for them | Grow throughout lifeExplore possibilities See the big picture |
| Autumn | Year 11,12 and13 | **Aspiration and Challenge** work is carried for those students aiming for the Russell Group of Universities. | This will help students gain the very best opportunity in such a competitive application process | Grow throughout lifeExplore possibilities See the big picture |
| Spring  | Year 12/13 |  **Babraham Research Campus** - Open Day. Chance to spend a day in the laboratory at world-leading Babraham Institute. | Raise university aspirations and gain knowledge of potential career opportunities.  | Grow throughout lifeExplore possibilities See the big picture |
| Summer | Year 12 | Visits to UCAS conventions at **Universities**, offering ability to talk to University staff and students and explore life on University campus and its facilities  | Will help students to gain a better idea of what to expect at University, what’s on offer, find out more details re courses offer. | Grow throughout lifeExplore possibilities See the big picture |
| On-­‐going | Year 12and 13 | Students in Yr 12 are encouraged to take on a **work experience** placement to develop a career, future career or university application are able to do so if it doesn’t affect studies.  | The placement will increase the future opportunities for the individual by offering a clearly linked experience in the career field of choice | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |
| Autumn | Year 13 | Students **applying to University** spend time with their tutors developing applications and working on personal statements | The support provided ensures students applying to University get the best possible chance of being accepted | Grow throughout lifeExplore possibilities  |
| Spring | Year 13 | **Mock interviews** including a workshop if required for those needing some extra practice and support in preparation for employment or apprenticeships. | Small group work to help build confidence as well as practical skills in good interview techniques. | Grow throughout lifeExplore possibilities Manage CareerCreate opportunitiesSee the big picture/Balance life/work |

