



# Ralph Thoresby School

## Careers Education, Information, Advice and Guidance Policy

Date adopted by school governing body	July 2022
Review Date	July 2023

# Ralph Thoresby School Careers Education, Information, Advice and Guidance Policy



## Introduction

Ralph Thoresby School will provide a programme of Careers education, information, advice and guidance for all students. At Ralph Thoresby School we strive to make careers education more accessible for young people and ensure each one of our students, whatever their background, can make good education and training choices so they have the best possible chance of succeeding. Our CEIAG aims to raise aspirations and levels of motivation.

## Aims

Ralph Thoresby School seeks to provide a good careers and enterprise provision by following the 8 Gatsby Benchmarks:

- To provide a stable careers programme in each of its establishments;
- To support learning from career and labour market information;
- To address the needs of each student;
- To link curriculum learning to careers where possible;
- To provide encounters with employers and employees;
- To provide opportunities for and guidance on workplace experiences;
- To provide encounters with further and higher education;
- To offer personalised, impartial guidance.

Fulfilling these objectives will ensure that:

- Students can recognise their own strengths and weaknesses.
- Students will understand how these strengths and weaknesses may relate to the world of work.
- Students will have the opportunity to investigate a range of different career options through class discussion, visitors, careers fairs and trips.
- Students will understand there is a huge variety of job opportunities within different sectors and understand the local labour market.
- Students will gain skills that are vital in the workplace.
- Students will have the opportunity to meet with employers, ask questions and discuss different career paths.
- Students will understand how their option choices at different stages of their school careers can impact on their career choices.
- Students in all year groups will be exposed to careers education through enrichment day, Citizenship, extra-curricular opportunities and widening participation events.

- Students in Yr 11 and 6<sup>th</sup> form will have two meetings with our independent careers advisor.
- All students have the ability to book a meeting with our careers advisor.

## **UNIFROG**

We use the UNIFROG online platform which allows student to explore the different career opportunities open to them. It is accurate, relevant and easy to use. UNIFROG motivates students to consider career options they may not have considered previously. UNIFROG offers a wealth of career, high education and independent advisor support. The website uses appropriate psychometric assessments to highlight each young person's interests, attitudes and motivations, UNIFROG suggests individualised and personally tailored careers and courses. Students are given accurate and highly relevant career and subject information.

## **Review**

We review our Careers provision annually to assess how well student are participating in our careers provision. We monitor careers related events, such as employer talks, work experience, careers fair attendance as well as attendance and impact of personalised careers guidance interviews which every student receives at multiple times throughout their time at Ralph Thoresby School.

## **Whole school initiatives**

Throughout the year we hold various different events and sessions that are available to all students. Some of these are listed below:

- Careers fair- over 40 different employers, higher education and apprenticeship providers in school to discuss careers with our students.
- Enrichment Day- We have 1 dedicated Careers Day each year were students explore the world of work, have sessions ran by local employers, develop their enterprise skills and visit university.
- Year 10 and Year 12 students all take part in 1 week of work experience.
- We take part in both National Careers Week and National Apprenticeship Week by holding talks, events and competitions.

## Year 7

### Student opportunities

- Enrichment Day
- Various Employer talks throughout the year.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.
- Specific Careers related lessons through Citizenship.
- Careers Fair

## Year 8

### Student opportunities

- Enrichment Day
- Various Employer talks throughout the year.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.
- Specific Careers related lessons through Citizenship.
- Careers Fair
- Rolling programme of assemblies looking at Year 8 choices and career paths in different subject areas.

## Year 9

- Enrichment Day

- Various Employer talks throughout the year.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.
- Specific Careers related lessons through Citizenship.
- Careers Fair

#### Year 10

- Enrichment Day
- Various Employer talks throughout the year.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.
- Specific Careers related lessons through Citizenship.
- Careers Fair
- All Year 10 students have the opportunity to take part in 1 week's work experience with a local employer.
- 1 to 1 careers advisor meetings for specific students, in particular children looked after, SEND and students in receipt of Pupil Premium funding.

#### Year 11

- Enrichment Day
- Various Employer talks throughout the year.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.
- Specific Careers related lessons through Citizenship.

- Careers Fair
- Students will have at least 1, 1:1 conversation with our independent careers advisor. Additional sessions are built in for specific students, in particular children looked after, SEND and Pupil Premium.
- All Year 11 students are made aware of post-16 events and have the opportunity to attend post 16 taster days and the Apprenticeship Fair held in Leeds.
- We also hold 6<sup>th</sup> for taster lessons to provide students with an insight into post-16 education.
- College visits for students who wish to attend college provision who may need further support to access this.

#### 6<sup>th</sup> Form

- Year 12 students complete 1 week of work experience in the summer term.
- Year 12 students get a week which is 'life after post-18' themed. Looking at different options available to them. Within this week we attend University open days - local and nationally invite apprenticeship providers in to speak to the students about their next steps, have mock interviews and a programme tailored to exploring what is available to them.
- UCAS support opens in Y12 and sees them through to application of Y13. University talks to Y13 students about the next steps process.
- All Year 13 students have at least 1, 1:1 conversation with our independent careers advisor and Year 13 job seekers are offered support and guidance on preparing for the world of work including CV writing, interview skills and employer engagement.
- Various Employer talks throughout the year.
- Annual Careers Fair held at First Direct Arena.
- Access to UNIFROG to explore careers and start to build their profiles. They will begin to identify their strengths and weaknesses and understand the different types of jobs and industries.

- Careers Fair
- All Sixth Form students are made aware of post-18 events and have the opportunity to attend post-18 taster days and the Apprenticeship Fair held in Leeds.
- Citizenship lessons cover aspects of post-18 choices including employer talks, application and personal statement support and workplace and the law.
- Widening participation schemes ran in both Y12 and Y13 to enhance learners in the world of work. All students actively encouraged to be part of one widening participation scheme.
- Links with certain employers to aid personal development - HSBC, Leeds Teaching Hospitals, Parker Hannafin, PwC.