



Careers Information - Parents

We encourage parents to participate in career discussions with their children to assist them in exploring various career paths and post-16 options. This document offers essential information to support your child in making informed decisions about their future, along with insights on the school's role in guiding these choices.

Vision

To ensure all pupils receive quality careers guidance that raises aspirations. We Nurture everyone's God given gifts and talents through a careers programme that supports pupils to consider a broad range of careers and employability skills, allowing them to shine God's light throughout their life journey.

Statutory Requirements:

Your child is required to remain in school until the end of Year 11. Following that, they must pursue one of the following paths until they turn 18:

- Stay in full-time education, such as attending college for A Levels, T Levels, or other academic qualifications.
- Start an apprenticeship.
- Work or volunteer for 20 hours or more per week while participating in part-time education or training

Careers Offered in School

Statutory Guidance:

In England, statutory guidance mandates that young people must continue in education or training until at least their 18th birthday. This requirement is known as the Raising the Participation Age (RPA).

The guidance outlines several options for fulfilling this requirement:

1. **Full-time education:** This can be at a school, college, or with a training provider.
2. **Apprenticeships or Traineeships:** These provide a mix of on-the-job training and classroom learning.
3. **Part-time education or training:** This must be combined with employment or self-employment for a minimum of 20 hours per week, or with volunteering for 20 hours or more per week.

These options ensure that young people continue to develop their skills and knowledge, preparing them for future employment or further education.

For further information and guidance on the requirement for children to continue in education or training until their 18th birthday in England, you can refer to the following sources:

- **UK Government Website:** The official government website (GOV.UK) provides comprehensive information on education and training requirements for young people. Visit GOV.UK Education and Training for 16 to 18-year-olds.



- **Department for Education (DfE):** The DfE offers detailed guidance and resources on the Raising the Participation Age (RPA). Their website includes policy documents, research, and statistical data. Visit the Department for Education website.
- **Local Authorities:** Lancashire County Council can provide specific information and support services available in your area. They often have dedicated sections on their websites for education and training.
- **National Careers Service:** This service offers advice and guidance on education and career options for young people. You can access their resources online or contact them directly for personalized support. Visit the National Careers Service website.

These resources should help you navigate the options and requirements for continuing education or training until the age of 18 in England.

Statutory Obligations for Careers in School

As the Department for Education stated in January 2023:

"High-quality careers education and guidance in school or college is critical to young people's futures. It helps prepare them for the workplace by providing a clear understanding of the world of work, including the routes to jobs and careers they might find engaging and rewarding. It supports them in acquiring the self-development and career management skills needed to achieve positive employment destinations."

Source:

https://assets.publishing.service.gov.uk/media/63b69f3fe90e077246c83323/Careers_guidance_and_access_for_education_and_training_providers_.pdf

In accordance with the statutory guidance for governing bodies, school leaders, and school staff on careers guidance and access for education and training providers, Archbishop Temple School is committed to delivering a comprehensive careers programme.

Archbishop Temple School's Careers Policy ensures that all registered pupils from Year 8 to Year 11 receive a structured careers programme. Our approach to careers inspiration and guidance is a progressive journey designed to support students throughout these crucial years.

One to one appointments



Your child will receive independent and impartial advice from our qualified and experienced careers practitioner, benefiting from high quality guidance to support well informed decisions about their future.

All pupils in Years 10 and 11 will have a one-to-one careers appointment, and students from all year groups can request an appointment at any time. Parents are welcome to attend these one-to-one appointments and can email our Independent Careers Adviser, Mrs Khan to arrange a careers appointment: s.khan@archbishoptemple.com



Objectives of the Careers Programme at Archbishop Temple School:

- **Foster Positive Attitudes:** Encourage students to develop a positive outlook towards study and work.
- **Develop Employability and Enterprise Skills:** Cultivate key skills such as teamwork, resilience, and communication.
- **Facilitate Informed Decision-Making:** Assist students in planning and taking control of their future by making informed choices at key educational milestones.
- **Provide Tailored Guidance:** Offer careers inspiration and guidance tailored to each student's personal needs, including considerations of age, ability, attitudes, and aptitudes.
- **Comprehensive Post-16 and Post-18 Opportunities:** Ensure students have a thorough understanding of post-16 and post-18 opportunities, including traineeships, apprenticeships, school leaver programmes, higher education (HE), further education (FE), employment, and training opportunities.
- **Self-Reflection and Development:** Encourage students to reflect on their abilities, skills, aptitudes, and attitudes to inform their personal development.
- **Impartial Advice:** Provide students with unbiased advice regarding the options available to them.
- **Equal Access to Guidance:** Guarantee all students have equal access to careers inspiration and guidance.

Archbishop Temple School is dedicated to equipping students with the knowledge and skills necessary to navigate their educational and career paths successfully. Archbishop Temple School provides opportunities for all students, from Year 7 to Year 11, to engage with industry professionals and career experts.

Implementation of Careers Education

Our careers education aims are realized through a structured curriculum outlined below, all in alignment with the Gatsby Benchmarks. The Careers Compass is completed biannually, with action points guiding continuous improvements. This assessment tool has enabled St Mary's to work towards and, in most cases, meet each of the benchmarks.

The Assistant Headteacher responsible for Careers, in collaboration with the Enterprise Advisor network, an Independent Careers Advisor, Curriculum Leaders, external providers, Lancashire County Council, and local employers, is dedicated to continuous improvement and further advancement in each benchmark area.

Archbishop Temple School is committed to achieving all eight Gatsby Benchmarks:

1. **A Stable Careers Programme**
2. **Learning from Career and Labour Market Information (*School Website*)**
3. **Addressing the Needs of Each Pupil**
4. **Linking Curriculum Learning to Careers**
5. **Encounters with Employers and Employees**
6. **Experience of Workplaces**
7. **Encounters with Further and Higher Education**
8. **Personal Guidance**

Through these efforts, we ensure that our students receive comprehensive, high-quality careers education and guidance.

For more information on the Gatsby Benchmark: <https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>



Archbishop Temple School Career Plan:

Archbishop Temple School offers meaningful interactions with enterprise and careers experts for all pupils from Year 7 to Year 11. Our comprehensive Career Plan details the events, workshops, and activities designed to inspire and guide your child throughout the academic year, ensuring they gain valuable insights and experiences to support their future career decisions.

Our Career Plan details the events and activities your child will participate in throughout the academic year:

YEAR GROUP	CAREER ACTIVITY	CONTACT/MAIN PERSON
Year 7	Careers Assembly	Deputy Headteacher – Ian Baybutt
	Career Action Planning and Developing CV	Independent Careers Adviser & Unifrog
	Careers Guidance Interviews (1:1) if requested	
	Careers Guidance Sessions – Every Tuesday Lunchtime In the Library	Independent Careers Adviser
	Careers Fair	Lisa Brown
	Young Enterprise – Learn to Earn – Lancashire Forum	
	National Careers Week - National Careers Week 2025 3rd – 8th March	Guest Speaker for the National Careers Week (Lisa Brown to organise)
	Careers Challenge (STEM) Project	
	National Apprenticeship Week Monday 10th – Sunday 16th of February 2025.	Employers and Training providers to be available during the lunchtime during the National Apprenticeship week – for example: Training 2000, BAE etc.
	Careers and LMI information – produced weekly	
Termly Career Newsletters – A termly careers newsletter for high school pupils is a valuable resource, providing updates, guidance, and opportunities to help pupils with their career planning and development.		
Year 8	Careers Fair	
	Preston College – Careers Week – Pathway and options support assembly	Needs to be added to school calendar
	Careers Guidance Interviews (1:1)	
	National Careers Week – Careers Challenge (STEM Project)	Helen McClean
	National Apprenticeship Week Monday 10th – Sunday 16th of February 2025.	
	Careers and LMI information – Refer to school website	



	Termly Career Newsletters – A termly careers newsletter for high school pupils is a valuable resource, providing updates, guidance, and opportunities to help pupils with their career planning and development.	
	Careers Guidance Sessions – Break & Lunchtime Drop In Sessions	
YEAR GROUP	CAREER ACTIVITY	CONTACT/MAIN PERSON
Year 9	Careers Fair	
	Preston College – Careers Week – Pathway and options support assembly	
	Careers Guidance Interviews (1:1)	
	National Careers Week – Careers Challenge (STEM Project)	
	National Apprenticeship Week Monday 10th – Sunday 16th of February 2025.	
	Termly Career Newsletters – A termly careers newsletter for high school pupils is a valuable resource, providing updates, guidance, and opportunities to help pupils with their career planning and development.	
	Careers and LMI information – produced weekly	
	Careers Guidance Sessions – Every Tuesday Lunchtime In the Library and Option Assembly	
Year 10	Careers Fair	
	Cardinal Newman College Assembly	
	Preston College Assembly	
	Runshaw College Assembly	
	Myerscough College Assembly	
	Apprenticeship Assembly – ASK Apprenticeships	
	Careers Guidance Interviews (1:1)	
	'See it Be-it' Workshops – Virtual presentations with employers	
	Careers 'drop down morning' carousel of activities and workshops <ul style="list-style-type: none"> • WEX presentation • Breaking stereotypes (guest speakers) • Apprenticeship workshop (ASK Apprenticeships) • Next steps action planning 	
	National Careers Week – Careers Challenge (STEM Project)	
	National Apprenticeship Week Monday 10th – Sunday 16th of February 2025.	
	Termly Career Newsletters – A termly careers newsletter for high school pupils is a valuable resource, providing updates, guidance, and opportunities to help pupils with their career planning and development.	
	Careers and LMI information – produced weekly	
	Cardinal Newman College Taster Days	
	Preston College Taster Days	
Runshaw College Taster Days		



	Myerscough College Taster Days	
	Preston Vocational College – Associate Employers - Presentation	
	Work Experience Placement (3 Day In Person)	
	Careers Guidance Sessions – Break & Lunchtime Drop In Sessions	
YEAR GROUP	CAREER ACTIVITY	CONTACT/MAIN PERSON
Year 11	Mock Interviews	
	Careers Conversations (Interviews) – Options Process (aim is that all Year 11 pupils have their 1:1 careers appointment by the end of the autumn term)	
	Careers Fair	
	Young Enterprise – Employability Masterclass	
	Cardinal Newman College Assembly	
	Preston College Assembly	
	Runshaw College Assembly	
	Apprenticeship Assembly – Training 2000	
	Apprenticeship Assembly – ASK Apprenticeships	
	Preston Vocational College – Associate employers – 1:1 Mock Interviews	
	Preston Vocational College – Construction Industry Training Board – CV Writing workshops	
	Careers and LMI information – produced weekly	
	Parents evening – careers available	
	BAE – Insight afternoon (on site visit)	Lisa Brown to contact BAE
Careers Guidance Sessions – Break & Lunchtime Drop In Sessions		
Parents	Parents may attend Careers appointments	
	Careers and LMI information – produced weekly	

Archbishop Temple School Careers Fair

All pupils are invited to attend the school careers fair with their parents and carers. This takes place in February every year.



The students will get the opportunity to meet over 25 different employers with information about different career pathways.

If you believe your workplace could contribute to or support the school in these events, we would greatly appreciate your involvement, please email Mrs Khan for more information



Employability Development

At Archbishop Temple School, we believe that careers and information guidance extends beyond merely directing students toward a job or career path. Our careers programme is meticulously designed to enhance your child's employability skills and work readiness, preparing them for future success.

Our programmes, such as the Employability Masterclass delivered by the Young Enterprise Company, provide expert guidance on crucial skills including CV writing, personal branding, and interview techniques. Additionally, we organize annual mock interviews for our Year 11 students, offering them invaluable experience in a real-world setting and an excellent opportunity to showcase their employability skills.

We are committed to equipping our students with the tools and confidence they need to thrive in their future careers.

Work Experience

Pupils at Archbishop Temple Church of England High School are given an excellent start as far as academic achievement is concerned, but for our young people we are only one step along a pathway of lifelong learning. Year 10 pupils are given the opportunity to spend one week in gaining some work experience. It will give them the opportunity to gain experience in a workplace and to learn about a job role, a company, or a career sector.

We would like to offer your son/daughter the opportunity to take part in work experience in July 2025. As a school, we have previously found that work experience for the vast majority of pupils is extremely valuable. Pupils have found it extremely useful to include information about work experience when applying for college courses, apprenticeships, or jobs, using the employer as a reference.

The work experience is planned for July 2025. As a school, we have followed all Health & Safety Executive (HSE) advice when planning this offer. We do, however, ask you to be mindful of the dates and deadlines found within this letter as the processing of all forms adds a significant burden to our admin teams. Any late forms may result in your son/ daughter being unable to undertake their placement.

Finding a Placement

The vast majority of students find a self-placement by approaching a firm directly; this could be through family or friends. The employer must then be checked for Health and Safety, Insurance Cover and the suitability of the activities planned for them.

Labour Market Information

Labour Market Information (LMI) refers to data and insights about the job market, including information on employment trends, job opportunities, salary ranges, required skills, and industry growth. In the UK, LMI provides valuable guidance for pupils by helping them make informed decisions about their future careers and education paths.



LMI can be beneficial:

- **Understanding Job Opportunities:** LMI highlights which industries are growing and which are shrinking, helping pupils identify areas with strong job prospects. For example, if data shows high demand for tech professionals, pupils might consider pursuing qualifications in this field.
- **Identifying Skill Requirements:** By analysing LMI, students can learn which skills and qualifications are in demand for various professions. This allows them to choose educational pathways that align with market needs, such as selecting relevant GCSEs, A-levels, or vocational courses.
- **Career Exploration:** LMI provides insights into different career paths, including typical job roles, responsibilities, and career progression. This information helps pupils understand what various jobs entail and whether they match their interests and skills.
- **Salary Expectations:** Pupils can use LMI to get an idea of potential earnings in different fields. This can be useful for evaluating the financial aspects of various career options and making informed choices about further education or apprenticeships.
- **Regional Variations:** LMI often includes data on regional job markets, helping students understand how job opportunities and requirements might vary depending on where they live or where they plan to work.
- **Education and Training Requirements:** LMI can specify the types of education and training required for different careers, including necessary qualifications, degrees, and certifications. This helps pupils plan their academic and vocational paths effectively.

In the UK, resources such as the National Careers Service and local career advisors often provide access to LMI, offering pupils personalised guidance based on the latest data. By using LMI, pupils can make more informed decisions about their education and career choices, aligning their goals with real-world job market conditions.

Useful Resources:

LMI for All: provides high quality, reliable LMI to support student decision making <https://www.lmiforall.org.uk/>

Careerometer2 is a freely available widget provided by the LMI for All service. It is an easy way to get access to labour market information on your own website. Careerometer 2 is the new, updated version of the Careerometer widget developed early on in the project. This widget has enhanced browser and website compatibility and displays more data. Instructions on how to embed and format to your needs is detailed.

https://www.lmiforall.org.uk/widget/?fbclid=IwAR0tySLFjVMgA2wGMPqpXnPa8RtK2w_fYRJNn5FJct33EjWErymad5aEIL