

COPPICE ACADEMY CAREERS STRATEGY POLICY

Revised:

December 2024

Review Date

December 2025



Coppice Academy Careers Strategy

The Careers Strategy for Coppice Academy is based around the following documents:-

- Good Career Guidance (Gatsby Charitable Foundation 2017)
- Careers Strategy: making the most of everyone's skills and talents (Department for Education December 2017) and
- Careers guidance and access for education and training providers – statutory guidance for governing bodies, school leaders and school staff (Department for Education December 2017)
- Provider Access Legislation.

The Gatsby Report states that there are eight benchmarks of good careers guidance, as follows:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each student
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

The Careers Strategy for Coppice Academy is based around these eight benchmarks and the use of the 'Compass' and 'Tracker' tools provided by the Careers and Enterprise Company and The Gatsby Foundation.

1. A stable careers programme

Careers education is embedded into the PSHE/Citizenship programme across all year groups, as appropriate to the needs of the students. This is summarised below:

In addition to curriculum coverage, we have a Careers Advisor who visits the school to do individual careers interviews in Y9 and Y11 who has experience of working with students with special educational needs and disabilities who is able to offer Independent Advice and Guidance (IAG) across school.

The Senior Leadership Team is very keen to encourage and support all relevant careers activities. An experienced teacher leads this area of the curriculum and ensures relevant subject leaders have knowledge and understanding of the coverage expected of them. Quality of delivery is audited through monitoring and internal verification processes.

Information about Coppice Academy's Careers Programme is available on the school website for parents, students, staff and employers to access.

2. Learning from career and labour market information

The Gatsby Report identifies the following areas of Career and Labour Market Information (LMI)

- Skills, career pathways and progression routes in the local labour market
- Job applications and interviews
- Educational institutions, courses, qualifications, entry requirements and costs
- Professional bodies
- Employment sectors, employers, jobs, salaries and employment trends
- Jobs, training and apprenticeships
- Job demands and working life
- Financial planning

At Coppice Academy, as well as the specific curriculum coverage mentioned above, the following are also in place to promote career development and opportunities:

- Timetabled Independent Living and Work skills (ILWS) lessons from all students
- There is an annual Post 16 event held in the Autumn term where potential education providers and trainers can share information with students
- There is an annual Careers Café in Spring where potential work experience placements and local employers meet and chat to students
- Individual Careers Logs for each student track experiences both in and out of the classroom throughout their time at Coppice Academy
- The school attends termly Careers and Enterprise Company meetings for schools and their advisors in Stoke and Staffordshire.
- The Academy welcomes visitors and speakers from a range of local employers and colleges each year
- Internal work experience/ vocational week activities are offered to KS4 students in Spruce class and external work experiences placements are offered to Y11 students from Cherry, Nutmeg and Holly class.

3. Addressing the Needs of Each Student

As a special school, addressing the needs of each individual is a top priority. The general needs of students at different ages are addressed through curriculum planning, with bespoke routes offered as a student moves through school and he or she begins to consider the world of work as their future.

Individual advice can be given and recorded in sessions with our Careers Advisor in Y9 & Y11, in pastoral sessions and in EHCP meetings.

The Careers Lead will co-ordinate off-site learning including college and work placements, will work with staff and individual students to identify an area of interest for a college or work placement then make contact with potential organisations who will support a placement. We offer support to both the student and organisation by ensuring students are accompanied by a member of school staff if needed, do regular welfare checks and provide transport from school to the placement.

Our Careers Lead ensures information about future destinations of our students is maintained for 3 years after they leave where possible. It is usual that students move on to their first choice destination after school. For the very small number of students who become Not in Education Employment or Training (NEET) there are usually very particular circumstances surrounding the student and/or their family and the school will continue to offer as much support as possible, for example, continuing to offer access to IAG or requesting support from Social Services for example.

4. Linking Curriculum Learning to Careers

In raising the profile of careers education across school, all teachers will be encouraged to talk about their subject in terms of links to possible future employment. In ILWS we link both curriculum subjects and skills to employment opportunities. Students are encouraged to think about learning in a range of subjects and add opportunities and experiences to their Individual Careers Logs

5. Encounters with Employers and Employees

This area is enhanced through our involvement with the Careers and Enterprise Company facilitated by Staffordshire County Council. The Gatsby report notes that those young people 'with low social capital stand to benefit most from improved careers education and links between education and employers'. Developing links with our Enterprise Advisor will enable a number of opportunities to be explored such as the Jobs Fair, mock interviews and

volunteering opportunities. We also link with Project SEARCH internship program. All opportunities, such as these, are supported and encouraged by the Senior Leadership Team and Academy Council members who understand the challenges faced by our students and their families when considering moving into the world of work.

With thoughtful preparation and planning, these encounters will be extended, particularly as students move through Key Stages 4, with as many students as are able, taking part in extended off-site work experience during their final year in school. The school PAL policy closely links appropriate encounters for all learners.

6. Experiences of Workplaces

Many of our students are keen to have a job when they are older; this is often the view of their families too. Our strategy is to support students to develop an understanding of the world of work that broadens as they move through school. They may encounter a range of workplaces, as part of class visits and through their curriculum topics.

7. Encounters with Further and Higher Education

The annual Post 16 Event is held in school and attended by all Year 10 and 11.

For some classes, it is appropriate that they visit possible destinations as a group and these visits are arranged accordingly. In EHCP meetings, parents are encouraged to visit possible future destinations, particularly if they would like their child to be considered for a specialist college placement, at the earliest opportunity. If appropriate, they are encouraged to take their child with them to these visits. The school is always happy to support wherever possible with completing application forms, advice on travel options etc.

Once destinations are known, students are supported with visit days, either with school staff, and/or their parents. Transition is bespoke for individual students

8. Personal Guidance

Our Careers Lead works across school with all students from Y7-11, regardless of their SEND needs and potential future destination. Working as part of a team including senior leaders, the class teacher and TAs, amongst others, she works with groups and individuals to plan future learning and possible employment.

The advice given to students is shared with parent/carers and class teachers.

The Careers Information on the school website provides further advice to both parents and students about moving on from school.