



### Endon High School Careers Programme

*We aspire to equip everyone with the knowledge, understanding, skills and qualities needed to achieve success at the highest level. Empowering every learner to go beyond their best and aim for excellence in everything they do, so that they may all follow a quality pathway after Endon High School and thrive in an ever changing world.*

Careers Education, Information Advice and Guidance (CEIAG) provides a bridge via which students move not only to further education, vocational training or employment, but to the next stage of their development as members of society. Endon High School provides opportunities to develop key employability skills which are highly valued by employers, colleges and universities which is crucial in our aim to successfully equip all students with the necessary skills to enable them to become successful in all areas of their lives, both now and in the future.

Endon High School is committed to providing high quality, impartial careers guidance for all students. Students at Endon High School will benefit from a range of careers education including meaningful encounters with employers and employees, access to advice on options available at post-16 and Higher Education, one-to-one careers advice with a fully trained member of staff and updated CEIAG to support students in making unbiased decisions about their future.

The school is committed to ensuring that the eight Gatsby benchmarks of good practice are in place. These are:

Gatsby Benchmark	
1. A stable careers programme	Schools and colleges should have an embedded programme of careers education and guidance
2. Learning from career and labour market information	Every student/learner in schools and colleges, and their parents, should have access to good-quality information about labour market opportunities
3. Addressing the needs of each student	Opportunities for advice and support need to be tailored to the needs of each student/learner
4. Linking curriculum learning to careers	In schools, all teacher should link curriculum learning with careers. In colleges, all subject staff should link curriculum learning with careers, even on course that are not specifically occupation-led.
5. Encounters with employers and employees	Every school student should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. Every college learner should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace.

6. Experience of workplaces	Every student/learner should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience.
7. Encounters with further and higher education	All students/learners should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning.
8. Personal guidance	Every student/learner should have opportunities for guidance interviews with a career adviser. These should be available whenever significant study or careers choices are being made.

The school will endeavour to achieve the learning aims of the CDI Career Development Framework.

**Grow throughout life – by learning and reflecting on yourself, your background, and your strengths.**

**Explore possibilities – by exploring the full range of possibilities open to you and learn about recruitment processes and the culture of different workplaces.**

**Manage career – by making the most of opportunities and learn from setbacks.**

**Create opportunities – by being proactive and building positive relationships with others.**

**Balance life and work – as a worker and/or entrepreneur with your wellbeing, other interests and your involvement with your family and community.**

**See the big picture – by paying attention to how the economy, politics and society connect with your own life and career.**

The following career programme explains the various activities that are organised and delivered in school however, this is not an exhaustive list as many other opportunities are considered throughout the year as the school are made aware of them.

The school uses their Virtual Learning Platform (Firefly), the school's website and Social Media to share information with pupils and parents. This will include opportunities which arise throughout the year, details on events, celebration of achievements and information to enable all to make an impartial decision on future career choices.

Session title	Aim of interaction	Year groups taking part	When will this happen	Who will lead	Links to Gatsby Benchmarks
College Assemblies	Local post-16 providers will be invited into school to speak to pupils on what their establishment can offer pupils. Pupils will be given information on how they can study, what subjects are available to them at the specific college and how to apply.	10 & 11	Year 11: Autumn term – September  Year 10: Summer term – July	Careers Lead	7
1-1 Careers Advice	The school employs Entrust to provide one-to-one careers advice to pupils who request further support. Each pupil is given the opportunity to attend at least one session. Pupils are given specific information to assist their decision making for post-16 by a qualified Careers Advisor. Pupils who are at risk of NEET and SEND will receive at least one one-to-one meeting. PPG pupils are also monitored and staff will intervene if they feel that the pupil needs support.	11	Autumn through to Spring (October – April)	Careers Lead	8
Careers Convention	A bi-annual Careers Convention will be planned and various employers and educators will be invited to speak to pupils and their parents. This is an evening event which is offered to all pupils.	7-11	Autumn term	Careers Lead	2, 3, 5, 7
Workfit programme (YEA)	A specialist programme for those at risk of NEET by following a programme to identify their individual barriers to employment, working with them to put defined goals and a clear plan of how to address these in place so they are better equipped for their chosen career path. The programme provides young people with a programme of focused workshops alongside dedicated coaching to support the individual in the creation and implementation of an action plan that identifies and addresses any primary and secondary barriers to employment. Students will develop key skills in areas such as interview skills, CV writing, digital footprint and working with others. Pupils will gain a nationally recognised qualifications to further increase the employability skills of learners.	11	Autumn term	Careers Lead, Progress Manager	3, 5, 8

Bi-Annual Careers Information Evening	Pupils and parents will be invited to an evening event where speakers will be arranged to explain what options are available post-16. There will also be a speaker explaining university and the finance myths surrounding this.	10 & 11	Autumn term	Careers Lead	7
Oxbridge Session	Each year pupils are invited to attend an Oxbridge University information evening (usually organised by another school). Pupils and parents are able to obtain information on the two Universities and the various intake information they require to apply and study at them.	10-11	Autumn term	Careers Lead	3, 7
Enrichment Day – Careers	A number of activities or visits will be arranged for specific year groups with the theme of Careers. Year 7 will have team building day, Year 8 University visit, Year 9 Working for a day with parents, Year 10 Industry Day and Year 11 exam prep and transition.	7-11	Spring term – March	Careers Lead, Progress Managers	5, 6, 7
Operation Theatre Live	Pupils will be able to opt into attending a day “being a doctor” and learning about the medical sector as a career. Pupils will have the opportunity to learn a little about surgery and basic medical skills and will have the opportunity to ask questions relating to Medical careers.	9-10	Spring term	Science department	3, 4, 5
World Trade Game	Pupils will spend the day taking part in activities to understand how trading works.	8	Spring term	Geography department	4, 5
Apprenticeship Assembly	An assembly will be organised with an external visitor who can explain the various Apprenticeship routes available to pupils.	10-11	Spring term (during National Apprenticeship Week)	Careers Lead	7
Options Evening	Over a number of week pupils will speak to staff who will be able to explain their subject and the benefits of studying this at KS4 and beyond and what career possibilities could result in studying the subject. Staff may invite visitors or ex-pupils to speak about their experiences after also following the same pathway. They may share information from local further education establishments to enable pupils to understand what they need to achieve to continue with their studies at KS5 and beyond.	9	Spring Term	LT, PM, Staff	3, 4, 5, 7

World of Work Day	Pupils will experience a day of work with parents and learn valuable skills of working	9	Spring Term	Careers Lead	3, 5, 6
L4L - Living in the wider world	During the term a number of specific topic areas will be covered which will include Identity and Diversity, Decision Making, Economics and finance, Volunteering, Money Management, Crime and the law, Democracy, Post-16 options and careers, Applications, Enterprising, Working and wellbeing, Developing character. Pupils will have weekly sessions during form time or L4L lessons for upper school.	7-11	Summer term	DTL PHSE, Progress Managers, Form Tutors	
Work Experience	Work Experience opportunities will be given to pupils. Pupils will follow a programme of work experience which will give them an opportunity to experience a place of work.	10	Summer term	Careers Lead	3, 5, 6
Mock Interview Day	A number of volunteers from industry, further/higher education and governors will be invited to carry out mock interviews with pupils. Each pupil will have a 15-minute session with interview style questions and feedback given. Pupils will also have the opportunity to speak to the interviewer to ask questions about their career journey.	10	Summer Term	Careers lead	3, 5
Training Providers Assemblies	Organisations that offer technical education qualifications or their representatives will be invited to speak to pupils. Information about the provider and the approved technical education qualifications or apprenticeships that the provider offers Information about the careers to which those technical education qualifications or apprenticeships might lead A description of what learning or training with the provider is like Responses to questions from the pupils about the provider or approved technical education qualifications and apprenticeships.	8-11	Throughout the academic year	Careers Lead	3, 5, 7
Subject Weeks	Every few weeks, pupils will take part in a Subject Week. <b>Every subject in the curriculum</b> will be covered throughout the academic year. During the week pupils will receive information on the specific subject, have careers assemblies which may include employers speaking to pupils about using a particular subject in	7-11	Throughout the academic year. Each subject will get a specific week on the calendar.	Extended School Co-ordinator, Form Tutors, Careers Lead	2, 3, 4, 5

	the workplace, take part in a competition and have a Q&A session with someone who has used the subject to follow a career. Information will be shared on how pupils can use the specific subject to pursue a career including LMI. Endzone activities will also reflect the subject week.				
PHSE	Weekly lessons with DTL PHSE will work through topics throughout the academic year.	7-11	Throughout the year	DTL PHSE	
Unifrog	The school has purchased Unifrog which allows pupils to work through resources and use the platform for research, etc.	7-11	Throughout the year	Various	1, 2, 3, 4
Job of the Week	Each week pupils will receive information on various jobs with some information to help them to understand the role, the salary available and what qualifications are required to do that role. LMI information will also be shared so that pupils are able to assess whether there is a need for the role in the future.	7-11	Throughout the year	Careers lead	2, 3, 4
Higher Horizons Workshops and Assemblies	Higher Horizons are a government-funded organisation aimed at enabling learners into higher education. Activities run by Higher Horizons help to raise aspirations and help with confidence and attainment. Activities may cover information about applying to university, student finance, post-16 options, apprenticeships, etc. Students may have the opportunity to visit the local hub at Staffordshire University to take part in various activities to help them to understand the various opportunities and options available to them.	9-11	Throughout the year	Careers Lead	2, 4, 7
Careers related visits	Big Bang Fair NHS Careers Fair <i>Other visits may be added once confirmed throughout the year</i>	7-11	Throughout the year	Careers Lead, Subject Lead	5
College/University visits	College and University visits will be planned on an ad-hoc basis throughout the year depending on availability of the establishment. It is hoped that pupils will be able to spend ½ - 1 day at the college/university to understand what options are available to them and how they would study.	10-11	Throughout the year when there is availability at the establishment	Careers Lead	7

Barclays Life Skills	There are various lesson plans on the website which can be used by all staff in school. They can either help with a specific subject in enabling the teacher to explain how their subject links to careers or stand-alone lessons which include finance, CV writing, employability skills, etc. These can be delivered in school by the school staff or sessions can be organised with Barclays Life Skills who will deliver them in school.	7-11	Throughout the year	Careers lead, all staff, PHSE Lead, Extended School co-ordinator	3, 4, 5
Alumni	The school's Alumni programme is in its infancy as the school starts to build contacts etc. The school's website will be updated to include a contact page. All pupils will be asked to join the Alumni programme when they leave and once established will be contacted to support the school in various careers aspects e.g. Subject Weeks, assemblies, presentation evenings.	All	Throughout the year	Careers lead	
NCW Careers Champions	This is a student ambassador programme to help embed careers into the fabric of the school. The awards allow students to gain credits for their work. Pupils who become a champions will become shapers and influencers in their world. Student champions will also develop skills which are readily transferable to the world of work.	7-11	Throughout the year – students will follow a programme to achieve awards	Careers lead, Extended School Co-ordinator	1
Weekly updates on Social Media	The school's Social media accounts will be updated on a weekly basis with information and advice shared from many sources. These will include school based activities and information, local further and higher education events and national information on careers advice and information	7-11	Throughout the year	Careers lead	2, 3, 4, 5, 7

Any queries relating to careers education or provider access requests can be directed to Mrs Sawyer via the following email address:  
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