

# St Nicholas School Canterbury Careers Programme

## 1 Staff: Careers Lead and support

Careers Lead: Simon Bounds, key stage 4 teacher, s.bounds@stns.org.uk

(Co - Chair of the Schools IAG Network for East Kent)

CEC Enterprise Adviser: Karen Stanley

CEC Careers Co-ordinator: Sarah Harden from The Education People

## 2 Introduction

The careers programme outlined below is most explicitly delivered to those students whose profile will allow them to develop the functional skills and independent living skills required for gaining full employment as adults. This is the “eligible cohort” for the purposes of the school’s Compass Plus self-assessment. It is complemented by a “world of work” programme which is delivered through the PHSE curriculum for the whole school and emphasises opportunities for volunteering, active citizenship and positive activities in adulthood in partnership with adult social care.

The school uses local labour market information to inform its decisions regarding partners for work experience and employer engagement and the career pathways which are the focus of the curriculum. Students use a software called “Xello UK” to explore employability skills, design their own vocational profile, and investigate potential careers and pathways. All the information given to students is made accessible for parents and carers and whole family pathway workshops are held in years 10 and 11 to help families to understand the progression routes available. The information is also made available on the school’s website in a highly accessible manner through a series of films and podcasts made by the pupils.

## 3 Aims

The careers programme aims to equip our pupils with the knowledge and skills to:

- Plan a pathway to employment through further education and training on leaving school
- Work with their families and carers to make realistic, accessible and fulfilling choices about future work and volunteering
- Transition smoothly into supported internships if they want to work immediately on leaving school
- Know where to get information and support throughout their young and adult life to help them towards their goal

Most of our pupils want to work locally rather than commute to London so the programme prioritises the following sector skills areas as they offer potential local employment for our students:

- *Hospitality & Catering*
- *Construction*
- *Horticulture and agriculture*
- *Retail*
- *Warehousing and storage*
- *Social Care*
- *Leisure and fitness*

- *Public Services, especially Health and the NHS*

## 4 Resources

### Employer partners

The School benefits from support from extremely helpful local employers, who host workplace visits, give careers talks, provide resources such as job descriptions for our ASDAN programme, co-deliver employability skills sessions such as mock interviews, and in some cases provide work experience. These include Highland House Care Homes; Active Life Leisure; Macknades; The Change Ltd; Age UK; Lily's Café; Q Hotels; Kent Community Health Trust: Faversham, Herne Bay and Tankerton cottage hospitals; APS Nurseries; Hat Hats; Kent County Council; Brogdale CIC and Lifestyle Fitness Centre.

### Online resources

The school subscribes to an online vocational profiling and career search platform called Xello UK which informs the careers curriculum and enables all pupils to complete a vocational profile, CV and identify the job family and sector which would suit them best.

In addition, the school subscribes to and uses three local online resources:

- Kent Choices- directory of post 16 courses and apprenticeships across Kent
- Start in Kent- labour market information for each district in Kent
- World Skills UK- resources to help pupils find out more about popular careers sectors such as catering and construction

### Local Authority partners

The school works closely with the Careers Enterprise Company and is a hub school, collaborating on research projects, best practice and trialling of new resources. The school careers lead is currently undertaking a CEC sponsored careers leader course with Teach First.

The school has an enterprise adviser who is provided by the CEC to support the careers programme and help forge links with employers. The school is supported in its careers strategy and programme by The Education People, part of KCC, who help with our Compass Plus self- assessment and assist in our pathways workshops with parents.

## 5 Careers Programmes

<b>Key Stage 3 Oak Pathway/ Key Stage 4 Willow Formal Pathway</b>			
Xello learning styles assessment Termly Oak Academy lessons : benefits of work and work families DWP presentation and Q & A: the benefits of work and local opportunities			
<b>Key Stage 4 Oak/ Key Stage 5 6<sup>th</sup> Form Pathway</b>			
<b>Interventions</b>	<b>Timing</b>	<b>Partner(s)</b>	<b>Gatsby Benchmarks</b>
Group work experience	1 day per fortnight, years 10 & 11	White Cliffs Country Parks- Samphire Hoe; other workplaces less frequently	1,3,4,5,6

1-1 IAG	Term 3	The Education People	3,8
Mock job application including interview	Term 4	The Canterbury Academy; Macknades; Department for Work & Pensions	3,5,8
Workplace visits	2 per term, years 10 & 11	See employer list above; Bemix	1,5,6
Post 16 Provider visits	1 per term, years 10 & 11	All local FE institutions with provision for learners with EHCP; Kent Choices	3,7,8
Job searches	Term 2	DWP schools outreach team	2,5,8
Lessons on local labour market opportunities using "Start In Kent" LMI tool	1 per term, years 10 & 11	DWP schools outreach team	2
Volunteering: beach and river cleans	Throughout the year	White Cliffs Country Parks- River Dour; Thanet Coastal Volunteering	4,5,6
Xello lessons: investigating job sectors and LMI	1 per term		4,8
Xello vocational profiling	Year 10 Reviewed in Year 11	DWP	4,8
Post 16 Provider Fair	March 3 2023	The Canterbury Academy	1,7
Enterprise Projects: eg tuck shop	Weekly, years 10 & 11	Products are sold through the Amelix ETSY shop	4,5
Parent after school sessions	Annually in years 10 & 11	The Education People	8
Making Work Related Learning Video for the school YouTube site	Weekly, year 10, terms 1-3	Tim Cronin	4

The programme is accredited across KS4 & 5 using the ASDAN EL2 Employability Award as pupils submit the following units:

Working with others

Maintaining Work Standards

Rights and Responsibilities at Work

Tackling Problems at Work

All pupils take part in mini enterprise projects at some point during key stages 4 and 5. This covers product design; manufacture; pricing; ordering and stock taking. Products are sold through direct sales at school or through a planned partnership for online sales and marketing with Amelix UK.

## 6 Measuring Impact

The School will assess the impact of its careers programmes on students by completing a range of qualitative surveys with the Gatsby eligible cohort and analysing destinations data in line with DfE requirements. In addition, the views of students and parents will be surveyed after key events such as the Next Steps Information Evening, Post 16 provider fair, Work Experience, and mock interview session.

## **7 FE/Training Provider Access**

St Nicholas School believes in giving FE, internship, apprenticeship and training providers maximum opportunity to talk to pupils at the school and support their transition. We fully welcome any interaction our pupils can have with work based learning providers. Please see the Careers Policy which is available on the website or by contacting the school office.

## **8 Policy**

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## **9 Useful websites**

[National Careers Service](#) – a comprehensive careers website with **job profiles**, outlining: the skills required, main tasks, pay levels and career prospects for hundreds of different jobs. In addition, valuable guidance on the different stages involved in getting a job.

[Get in Go Far](#) – a website for anyone wanting to know more about **apprenticeships**. The website has a search facility for job specific apprenticeships in a particular area.

[Kent Choices](#) – a very helpful guide to post 16 provision in Kent

[Kent Supported Employment](#) – a service run by The Education People to support adults with learning and other disabilities into employment

[Canterbury and Herne Bay Volunteers](#) – a platform where you can sign up for local volunteering opportunities