



Careers Provision Policy

Phase of school this policy relates to (*please highlight*)

Early Years	Primary	Secondary	Whole School
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Date created:	January 2022
Date reviewed:	July 2023
Staff lead:	Barry Goddard
Linked governor:	Ashley
Next review date:	Autumn 1 2024/25

Careers Information, Advice and Guidance Policy

In order to ensure our young people enjoy high quality careers guidance and experiences, we are embedding the eight Gatsby Benchmarks throughout our future careers and employability programme to ensure our students are successful lifelong learners at LWs and beyond. Using research tools like BeReady <https://bereadygroup.org/ready-schools/> and Unifrog <https://www.unifrog.org/about> the following eight areas are covered:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
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

1. Careers programme

Year 7

- PSED programme has a focus on employability skills (IB Learner Profile), personal finance, career options and pathway planning

Year 8

- PSED programme has a focus on employability skills (IB Learner Profile), personal finance, career options and pathway planning
- A range of events will be in place to help students to gather information about careers options and pathways

Year 9/10/11

- PSED programme focuses on application skills and Post-16 Pathways
- PSED programme focuses on employability skills (IB Learner Profile), personal finance, career options and pathway planning
- A range of trips and events are in place to help students to gather information about pathways and providers.

2. Learning from career and labour market information

Y7/8

- PSHE programme has a focus on gathering information about careers and the labour market

Y9/10/11

- All students provided with information and guidance on the range of options available to them post-16
- Parents invited to attend the 'Futures Information Evening'
- Outside speakers invited into school to discuss options or students visit pathway specific events to gather information
- PSHE programme has a focus on gathering information about careers and the labour market

3. Addressing the needs of each student

Support, guidance and advice is tailored to the individual student's needs. These are identified by the MYP Co-ordinator through 1:1 meetings and are supported by SENCO and Careers Lead.

4. Linking curriculum learning to careers

- Every project seeks to integrate employability skills (IB Learner Profile) and subject specific employability routes into their curriculum
- STEAM focus ensures a range of activities, trips and events are in place to engage our young people.

5. Encounters with employers and employees

- Year 9 have a 1-day 'workplace experience' during the summer term.
- All Year 9 students take part in an Enterprise programme
- All Year 10 students follow a CV writing programme culminating in mock interviews supported by representatives from local and national businesses
- All students have the opportunity to attend assemblies, presentations and workshops run by representatives from the from local and national businesses

6. Experiences of workplaces

Y9/10/11

- All students at the end of year 11 are encouraged and supported to find work experience/internship. Support is on hand to ensure students find high quality placements that reflect their ambitions

7. Encounters with Further and Higher Education

- Y9/10/11 programmes involve visits to HE providers
- Y9/10/11 students attend a range of workshops delivered by HE, FE and apprenticeship providers

8. Personal Guidance

Y9/10/11

- By the end of KS4, all students will have had the opportunity to experience dedicated 1:1 careers advisory sessions with the MYP Co-ordinator and the Careers Lead

Provider Access

A provider wishing to request access to speak with our students about career pathways should contact our office on office@libertywoodlandschool.com

There is a range of opportunities to allow information to be presented to students: each year group has dedicated PSED time and future careers sessions to promote employability skills and pathway options.

Business and Employers

Liberty Woodland School welcomes employer contact. This could be in respect of comments on our careers programme, offers of placement or offers to assist in the delivery of certain aspects of the programme: please use the contact details listed below.

Careers Staff

Careers Lead : Mrs Leanna Barrett – leanna@libertywoodlandschool.com

Careers Advisor: Mr Steve Cottrell – steve@libertywoodlandschool.com

Resources used and links

- Cascaid Launchpad
- Cascaid Kudos
- Compass <https://compass.careersandenterprise.co.uk/info>
- Be Ready <https://bereadygroup.org/ready-schools/>
- Be Real Game
- Parental Guidance <http://www.parentalguidance.org.uk/>
- Careers Quiz with Labour Market Information https://sacu-student.com/?page_id=2850
- Career Ready Toolkit for parents and carers www.careerready.org.uk/parents
- Cascaid Parent Guide to Careers Guidance
- <https://www.cascaid.co.uk/news-case-studies/parents-guide-careers-guidance/>
- Careers Advice for Parents / Carers
- <http://www.careersadviceforparents.org>
- Informed Choices - www.informedchoices.ac.uk
- Success at School <https://successatschool.org/>

- National Careers Service www.direct.gov.uk/nationalcareersservice
- Need help? <https://www.gov.uk/careers-helpline-for-teenagers>
- icould - www.icould.com
- Start <https://www.startprofile.com/>
- Careers Box - <https://www.careersbox.co.uk/>
- NHS www.stepintohenhs.nhs.uk
- Careers World www.career-world.co.uk
- My Career Springboard www.mycareerspringboard.org
- Armed Forces – careers in the Armed Forces
<https://apply.army.mod.uk/>
<https://www.royalnavy.mod.uk/careers>
<https://www.raf.mod.uk/recruitment/>
- Creative Skill Set www.screenskills.com
- Disability Rights UK <https://www.disabilityrightsuk.org/>

Apprenticeships and Training

- Apprenticeships - www.apprenticeships.org.uk
- Apprenticeships – Parents
Guide https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/662464/Parent-Guide-Apprenticeships.pdf
- Apprenticeships – Student
Guide <http://www.apprenticeshipguide.co.uk/>
- Apprenticeships – Find an
Apprenticeship <https://www.gov.uk/apply-apprenticeship>
- Amazing Apprenticeships - <http://amazingapprenticeships.com>
- Find a Traineeship <https://www.gov.uk/find-traineeship>

Volunteering / Enrichment

- Volunteering – <https://do-it.org> and <https://vinspired.com>
- The Prince's Trust <https://www.princes-trust.org.uk/>

Higher Education

- University, College Admissions Service
UCAS <https://www.theuniguide.co.uk/>.
- The Uni Guide <https://university.which.co.uk>
- Unifrog <https://www.unifrog.org/about>
- UK Course Finder ukcoursefinder.com
- <https://www.wikihow.com/Complete-Your-UCAS-Application>
- The Complete University Guide
<https://www.thecompleteuniversityguide.co.uk/>
- What Uni <https://www.whatuni.com/>
- Russell Group www.russellgroup.ac.uk/informed-choices

- Student Finance <https://www.gov.uk/browse/education/student-finance>
- Not going to University - <https://www.notgoingtouni.co.uk/>
- Milkround - www.milkround.com/ (HE information, also including The Times Top 100 Graduate Jobs)
- Informed Choices - www.informedchoices.ac.uk.
- Prospects - www.prospects.ac.uk