

Careers Action Plan 2021/2023 (2 year plan)

Gatsby Benchmark 1 – A stable Careers Programme			
	Action	Complete date	Notes
<ul style="list-style-type: none"> Every school should have a stable, structured careers programme that has the explicit backing of the senior management team and an appropriately trained person responsible for it. The careers programme should be published on the school's website so students, parents, teachers and employers can access and understand it. The programme should be regularly evaluated with feedback from students, parents, teachers and employers as part of the evaluation process. 	Compass tool score to improve from 46% to 75%	July 2022	Personal guidance and wex held us at 46% this academic year. 89%
	Careers Programme is updated	April 2022	
	Website review internally and by Business Ambassador	April 2022	Feedback via March EntM3 meeting
	FE/HE talks on site (Baker Clause)	July 2022	
	Monitoring of careers programme	Sept 2022	
	Improve information on website for employers	July 2023	
	Improve information on website for parents	July 2023	
	Evaluation of Careers programme	June 2022	
	HoD ensure that careers education is introduced into Schemes of Work and lesson planning.	July 2023	Careers is one of the T&L curriculum objectives, on Curriculum Map
	Update Link Governor two times per year	July 2022	Edwina to attend next EntM3 meeting

Gatsby Benchmark 2 Learning from Career & Labour market information

	Action	Complete date	Notes
<ul style="list-style-type: none"> By the age of 14, all students should have accessed and used information about career paths and the labour market to inform their own decisions on study options. Parents should be encouraged to access and use information about labour markets and future study options to support their children. 	Introduce Careers into the Tutor Programme once per cycle for all year groups	Sept 2021	
	Use the tutor programme to introduce students to the website	February 2021	
	Career's conversations take place during option interviews and are logged on the option interview sheet	March 2022	
	Unifrog used in options interviews and conversation logged	March 2023	Trialling
	Unifrog used for Academic Review Days	June 2023	Trialling
	Careers to be part of the Curriculum evenings (year 8/9) – Career's lead to be present and/or do a presentation to parents	March 2022	Was included in remote evenings by AC and part of presentation
	Bi-Annual Careers Fair	March 2022	

Gatsby Benchmark 3 – Addressing the Needs of Pupils.

	Action	Complete date	Notes
<ul style="list-style-type: none"> A school's careers programme should actively seek to challenge stereotypical thinking and raise aspirations. 	Subject areas to challenge stereotypes and raise aspirations by building careers conversations/activities into schemes of Work e.g. nursing for boys, engineering for girls.	July 2023	Stereotypical thinking needs to be challenged Raising aspirations is quite good
	Use Unifrog to store systematic records for each student that identify careers activities/events, careers advice accessed, option interviews etc.	July 2023	
<ul style="list-style-type: none"> Schools should keep systematic records of the individual advice given to each student and subsequent agreed decisions. All students should have access to these records to support their career development. 	Use Unifrog to store careers information and data for up to three years after leaving Collingwood.	July 2023	Currently hold two years of data but struggle with three
	Consult with students about what they view the barriers are to Post 16 education – hold a focus group/Student Voice session	July 2022	Use this information to adapt the Careers programme content.
	Review the curriculum offer to ensure our curriculum reflects our local labour market	April 2022	
	To maintain accurate data for each student for at least three years after they leave school	July 2022	Approx 65% go to university.
<ul style="list-style-type: none"> Schools should collect and maintain accurate data for each student on their education, training or employment destinations for at least three years after they leave school. 	Strategies in place to eradicate NEET students	July 2023	

Gatsby Benchmark 4 – Linking the Curriculum to Careers

	Action	Complete date	Notes
<ul style="list-style-type: none"> • Science, technology, engineering and mathematics (STEM) subject teachers highlight the relevance of STEM subjects for a wide range of future career paths. • By the age of 14, every student has had the opportunity to learn how the different STEM subjects help people to gain entry to a wide range of careers. • All subject teachers emphasise the importance of succeeding in English and maths. 	Recruit a champion for STEM in the Maths team and Technology areas	July 2022	
	STEM subjects outline future career paths in their curriculums	July 2023	Examples/possible methods; TLR holders have it on their appraisals, learning walks by HoD to focus on careers, best practice used at meetings, SoW show careers are part of the students normal learning.
	Enterprise days have an increased careers focus	July 2022	Forensics, Cuckmere Haven (links to Environment Agency work) etc.
	STEM focus during assemblies and at key points across the year – LE to build into the assembly programme	July 2022	
	Learning walks show that subjects are linking to careers during the lesson – March 2022/March 2023	July 2023	
	Departments display career links to their subjects	July 2022	
	Curriculum maps show a clear link with careers teaching	July 2023	Being reviewed
	Careers lead to be included in the sixth form seminar programme	March 2022	

Gatsby Benchmark 5- Encounters with Employers and Employees

	Action	Complete date	Notes
<ul style="list-style-type: none"> Students should participate in at least one meaningful encounter with an employer every year between years 7-13. Work with your regional LEP to make sure you are aligning to the strategic economic plan of the region. 	HoD or Subject Leads invite one industry representative in per year per year group to talk to students about industry or career pathways (virtual or Face to Face)	July 2022	Geography – RGS Music – Sandhurst Military Band Business Ambassador – to contact Business
	National Careers week – employers talk to all year groups about their industry during assembly via TEAMS or in person.	March 2023	
	Bi-Annual Careers Fair March 9 th 2022	March 2022	
	Meetings with Enterprise and M3 co-ordinator once per half term to ensure alignment with strategic economic plan of the region.	October 2021	
	Virtual careers fair for Apprenticeships shared	April 2022	Shared with all students
	EC/HODs to log the industry links in departments using Unifrog	July 2022	In progress

Gatsby Benchmark 6 – Experience of Workplace

	Action	Complete date	Notes
<ul style="list-style-type: none"> • By the age of 16, every student should have had at least one experience of a workplace, additional to any part-time jobs they may have. • By the age of 18, every student should have had one further such experience, additional to any part-time jobs they may have. 	Set up WEX for March 2022 for year 10 and 12	September 2021	
	To purchase Grofar to use for the admin for WEX	September 2021	
	Virtual WEX to be part of the Year 12 summer Seminar programme	July 2022	
	WEX for Year 10 and 12 has taken place for 5 days in the Summer term 2022	July 2022	

Gatsby Benchmark 7 – Encounters with Further and Higher Education

	Action	Complete date	Notes
<ul style="list-style-type: none"> • By the age of 16, every pupil should have had a meaningful encounter with a provider of the full range of learning opportunities. • By the age of 18, all students who are considering applying for university should have had at least two visits to universities to meet staff and students. 	HEON to do assemblies and Achievement Conferences, regarding Degrees, Apprenticeships and alternative pathways to Year 8,9 and 10	July 2022	Achievement conferences completed. Assemblies planned for summer term.
	Sixth form engage with HEON to ensure every student has one visit to either Royal Holloway or Royal Surrey	Nov 2022	
	Sixth form to log the second visit to University Open days for all those considering applying to University.	July 2022	Log using unifrog
	HEON visits to University for disadvantaged students in year 9 and 10	July 2022	Is this happening
	To identify an independent training provider to talk to Year 10/11	July 2022	Apprenticeship training (Knights training – security guard), Electrical engineers etc. Invest in? Ask Apprenticeships have taken assemblies to talk to both year 10 and year 13.

Gatsby Benchmark 8 – Personal Guidance

	Action	Complete date	Notes
<ul style="list-style-type: none"> Every student should have opportunities for guidance interviews with a Careers Adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs. Every student should have at least one such interview by the age of 16, and the opportunity for a further interview by the age of 18. 	1:1 guidance interviews offered to year 10	July 2022	EC is currently completing the qualification – will be completed by April 2022
	1:1 guidance offered to all year groups through an online booking service – regular reminders in the newsletter	March 2022	
	Careers lead to have a fixed time on their timetable for Careers interviews to take place.	September 2021	
	Careers talks/chance to question an expert about a particular career pathway e.g engineering, architecture, child care, law, medicine, politics	July 2023	Trial in summer 22
	HEON interviews for disadvantaged students to discuss apprenticeship and university pathways for year 10	July 2022	
	Target SEN students for 1:1 guidance interview in Autumn term – focus EHCP students – Year 8/9 prior to options.	July 2022	
	Careers Lead to meet Aspire students in HT1 to introduce herself and explain careers advice to them and her role.	October 2021	
	Options interviews use Unifrog when discussing option choices with students	March 2023	