**Year 7**

By the end of Year 7, students will be able to:

* Discover their own skills and qualities
* Identify their own strengths, interests, skills and qualities and be able to identify where they can develop these for future employment.
* Explore routes and pathways available
* Understand different work roles and career pathways including clarifying their own early aspirations.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Gatsby Benchmarks** |
| Enterprise Day | Entrepreneurial skills/team work | 1,2,8 |
| Y7 Target Group | Students referred by SLT/HOY. Interviews twice a year to track progress. | 1,2,3,4,5,6,7,8 |
| Idea Award | Inspiring Digital Enterprise Award, which is delivered through Computing. | 1,2,3,4,8 |
| Careers through the curriculum | There is a careers learning within each department whom is responsible to link careers to their curriculum.  Alongside learning objectives, students are shown an “careers link” whereby a post 16 or 18 course is shown, or a job role. This is referred to throughout the lesson. There is at least 1 job role per subject per 3 weeks. | 1,2,4,5,7,8 |
| Careers Mornings | During an engagement period weekly, an aspirational morning will explore a theme from either growth mind-set, exploring different opportunities using LMI and employability skills. This is outlined below. | 1,2,4,5,7,8 |
| Coffee Mornings | Parents of NEET students will be invited to coffee mornings, whereby the careers leader will disseminate information about what their child’s potential is. | 3,8 |
| Xello Session | As part of the rolling programme, the students will have a session on Xello, and what their previous experience is. | 1,3,8 |
| World of work day | Students are off timetable to meet all post 16 providers/employers and deliver carousel sessions. | 1,2,3,4,5,7 |

**Careers Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ***Autumn Term***  ***Half term 1*** | ***Autumn Term***  ***Half term 2*** | ***Spring Term***  ***Half term 1*** | ***Spring Term***  ***Half term 2*** | ***Summer Term***  ***Half term 1*** | ***Summer Term***  ***Half term 2*** |
| *Assemblies* |  |  | National apprenticeship week | National careers week |  |  |
| *Parent activities* |  |  | Parents evening |  | NEET coffee mornings | NEET coffee mornings |
| *Other activities* | Careers within the curriculum (using careers leaders in every department) – throughout the year | | | | | |
| Y7 target group – throughout the year | | | | | |
| Careers newsletter | | | | | |
|  | Idea award | Tenner challenge | During National careers week, there will be a careers lesson delivered in curriculum time. | World of work day | Enterprise day |
|  | Xello Session |  |  |  |  |

**Year 8**

By the end of Year 8, students will be able to:

* To explore routes and pathways available
* Understand about labour market information, skills and progression routes
* Identify their own strengths, interests, skills and qualities and be able to identify where they can develop these for future employment.
* To identify different pathways, post 16 and post 18 and understand what can be studied.
* To begin to research their post 16 and post 18 pathway.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Gatsby Benchmarks** |
| Enterprise Day | Entrepreneurial skills/team work | 1,2,8 |
| Y8 Target Group | Students referred by SLT/HOY. Interviews twice a year to track progress. | 1,2,3,4,5,6,7,8 |
| Careers through the curriculum | There is a careers learning within each department whom is responsible to link careers to their curriculum.  Alongside learning objectives, students are shown an “careers link” whereby a post 16 or 18 course is shown, or a job role. This is referred to throughout the lesson. There is at least 1 job role per subject per 3 weeks. | 1,2,4,5,7,8 |
| Careers Mornings | During an engagement period weekly, an aspirational morning will explore a theme from either growth mind-set, exploring different opportunities using LMI and employability skills. This is outlined below. | 1,2,4,5,7,8 |
| Coffee Mornings | Parents of NEET students will be invited to coffee mornings, whereby the careers leader will disseminate information about what their child’s potential is. | 3,8 |
| Xello session | As part of the rolling programme, the students will have a session on Xello, and how their career affects their lifestyle. | 1,2,3,8 |
| World of work day | Students are off timetable to meet all post 16 providers/employers and deliver carousel sessions. | 1,2,3,4,5,7 |

**Careers Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ***Autumn Term***  ***Half term 1*** | ***Autumn Term***  ***Half term 2*** | ***Spring Term***  ***Half term 1*** | ***Spring Term***  ***Half term 2*** | ***Summer Term***  ***Half term 1*** | ***Summer Term***  ***Half term 2*** |
| *Assemblies* |  |  | National apprenticeship week | National careers week |  |  |
| *Parent activities* |  |  |  |  | Parents evening | NEET coffee mornings |
|  |  |  |  | NEET coffee mornings |  |
| *Other activities* | Careers within the curriculum (using careers champions in every department) – throughout the year | | | | | | |
| Y8 target group – throughout the year | | | | | | |
| Careers newsletter | | | | | |
|  | Xello Session | Tenner challenge | Tomorrows engineers STEM trip | World of work day |  |
|  |  |  | During National careers week, there will be a careers lesson delivered in curriculum time. |  |  |

**Year 9**

By the end of Year 9, students will be able to:

* To be aware of all routes available
* To be prepared to make appropriate option choices
* Understand what is available to them at the end of KS3 and the skills to manage the decision making process
* Present the skills and qualities required to engage in enterprise

**Actions**

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Gatsby Benchmarks** |
| World of Work Day | Working with Wigan and Leigh college, students will experience different vocations and career opportunities. | 1,2,3,4,5,7,8 |
| Enterprise Day | Entrepreneurial skills/team work | 1,2,8 |
| Y9 Target Group | Students referred by SLT/HOY. Interviews twice a year to track progress. | 1,2,3,4,5,6,7,8 |
| Careers through the curriculum | There is a careers learning within each department whom is responsible to link careers to their curriculum.  Alongside learning objectives, students are shown an “careers link” whereby a post 16 or 18 course is shown, or a job role. This is referred to throughout the lesson. There is at least 1 job role per subject per 3 weeks. | 1,2,4,5,7,8 |
| Aspiration Mornings | During an engagement period weekly, an aspirational morning will explore a theme from either growth mind-set, exploring different opportunities using LMI and employability skills. This is outlined below.  Resources are also available via Teams so that the students can refer back to any sessions at home. | 1,2,4,5,7,8 |
| Coffee Mornings | Parents of NEET students will be invited to coffee mornings, whereby the careers leader will disseminate information about what their child’s potential is. | 3,8 |
| Options Evening | Careers presentation is delivered to all parents. Local colleges and universities to attend the meeting. | 2,3,5,7,8 |
| Careers Fair Event | Parents will be invited to an evening where they will be able to explore post 16 options by meeting different providers, and be able to ask any questions they have. | 2,3,5,7,8 |
| Xello session | As part of the rolling programme, the students will have a session on Xello, and what their previous experience is and how to write a CV with this. | 1,3,8 |
| Interview Day | Students are off timetable to have an interview with their form tutor. The students choose between 2 job roles to apply for. They are interviewed for this role and given feedback in the form tutor sessions. | 3,8 |
| Options day | Students visit Wigan and Leigh college to gain an insight on subjects prior to making the options decision in school. | 3,7,8 |
| World of work day | Students are off timetable to meet all post 16 providers/employers and deliver carousel sessions. | 1,2,3,4,5,7 |

**Careers Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ***Growth Mind-set*** | ***Exploring different opportunities using LMI*** | | ***Employability skills*** | | |
|  | ***Autumn Term***  ***Half term 1*** | ***Autumn Term***  ***Half term 2*** | ***Spring Term***  ***Half term 1*** | ***Spring Term***  ***Half term 2*** | ***Summer Term***  ***Half term 1*** | ***Summer Term***  ***Half term 2*** |
| *Aspiration mornings/Form tutor activities* |  | Local market information | Options booklet | Professional Identity | Enterprise skills | Social action (Charity work for community event) |
| What will aspiration mornings include? What is a career? | Progression routes – college | Options | Behaviours for work | Creativity/innovation and ideas | Communication – listening and presenting (Charity work for community event) |
| Recognising and building personal skills | Progression routes – college Further education speaker | Options | Communication – emails and online identity | Adaptability | Communication – listening and presenting (Charity work for community event) Employer speaker |
| What influences me?/Stereotypes | Progression routes – university | Interview skills | Communication – emails and online identity | Problem solving | Communication – listening and presenting (Charity work for community event) |
| Breaking down barriers/Stereotypes | Progression routes – university Higher education speaker | Interview skills | Enterprise skills | Staying positive (resilience) | Negotiating and persuading (Charity work for community event) |
| Aiming high | Progression routes – apprenticeships External speaker | Interview skills |  | Leadership | Negotiating and persuading (Charity work for community event) |
| Self confidence | Is it for me? Entry requirements | Interview skills |  |  | Where to get help and assess my targets. What can I do now? |
| *Assemblies* |  |  | National apprenticeship week | National careers week |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| *Parent activities* | Careers Fair Event |  | Parents evening | STEM Ambassadors event | NEET coffee mornings | NEET coffee mornings |
|  |  | Options evening |  |  |  |
| *Other activities* | Careers within the curriculum (using careers champions in every department) – throughout the year | | | | | |
| Y9 target group – throughout the year | | | | | |
| Careers newsletter | | | | | |
|  | Xello Session | Tenner challenge | Interview day | World of work day | Enterprise day |
|  |  | Options evening | During National careers week, there will be a careers lesson delivered in curriculum time. |  | Wigan & Leigh Business enterprise day |
|  |  | Options day |  |  |  |

**Year 10**

By the end of year 10, students will be able to:

* Understand how their strengths, interests, skills and qualities are changing and how to relate this to future employment
* Understand the changing patterns of employment, different types of businesses and how they are organised and finances
* To research, secure and take full advantage of any opportunities for work experience
* Understand the range of opportunities that are available to them for career profession, including education, training and employment.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Gatsby Benchmarks** |
| Careers Fair | Parents will be invited to an evening where they will be able to explore post 16 options by meeting different providers, and be able to ask any questions they have. | 2,3,5,7,8 |
| College Taster Days | Students visit the college of choice. | 1,3,4,7,8 |
| Y10 Target Group | Students referred by SLT/HOY. Interviews twice a year to track progress. | 1,2,3,4,5,6,7,8 |
| Enterprise Day | Entrepreneurial skills/team work | 1,2,8 |
| Careers through the curriculum | There is a careers learning within each department whom is responsible to link careers to their curriculum.  Alongside learning objectives, students are shown an “careers link” whereby a post 16 or 18 course is shown, or a job role. This is referred to throughout the lesson. There is at least 1 job role per subject per 3 weeks. | 1,2,4,5,7,8 |
| Careers Mornings | During an engagement period weekly, an aspirational morning will explore a theme from either growth mind-set, exploring different opportunities using LMI and employability skills. This is outlined below.  Resources are also available via Teams so that the students can refer back to any sessions at home. | 1,2,4,5,7,8 |
| Parents’ Work Experience evening | Parents/guardians invited. Presentation and Q&A about work experience. | 2,3,5,7,8 |
| 5 Day Work Experience Placement | Students find their own work experience, supported by form tutors and the careers leader, and complete the 5 day work experience in July. | 1,2,3,4,5,6,7,8 |
| Dinner Time Drop in | Colleges invited in to school and have a lunch time stand so that students can have questions addressed. | 2,3,7,8 |
| Xello session | As part of the rolling programme, the students will have a session on Xello, and interview role plays. | 1,3,8 |
| Interview Day | Students are off timetable to have an interview with someone from industry or further and higher education. The students choose between 2 job roles to apply for. They are interviewed for this role and given feedback in the form tutor sessions. | 1,3,5,7,8 |
| University Visits | Students identified will have opportunity to visit a university for a day and take part in a taster session. | 3,7,8 |
| Go Further Mentoring | GM Higher led mentoring with those from industry. 10 students identified from RONI data. | 3,8 |
| World of work day | Students are off timetable to meet all post 16 providers/employers and deliver carousel sessions. | 1,2,3,4,5,7 |

**Careers Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ***Growth Mind-set*** | ***Exploring different opportunities using LMI*** | | ***Employability skills*** | | |
|  | ***Autumn Term***  ***Half term 1*** | ***Autumn Term***  ***Half term 2*** | ***Spring Term***  ***Half term 1*** | ***Spring Term***  ***Half term 2*** | ***Summer Term***  ***Half term 1*** | ***Summer Term***  ***Half term 2*** |
| *Form tutor activities* |  | Local market information | How to get into college | CV writing | Interview skills Employer speaker | Payslips |
| What will aspiration mornings include? What is a career? | Progression routes – college | How to get into university | CV writing | Interview skills | Payslips & Tax |
| Work experience launch | Progression routes – college Further education speaker | How to get an apprenticeship | CV writing | Interview skills | Budgeting |
| Work experience focus | Progression routes – university | College sessions Further education speaker – W&L | Professional identity & communication Employer speaker | Confidence and assertiveness | Revision Techniques |
| Work experience focus | Progression routes – university Higher education speaker | College sessions Further education speaker - Winstanley | Professional identity & communication – online identify | Networking | Revision Techniques |
| Work experience focus | Progression routes – apprenticeships External speaker | College sessions Further education speaker - SJR |  | Job descriptions and working hours | Revision Techniques |
| Work experience focus | Is it for me? Entry requirements | College sessions Further education speaker |  |  | Where to get help and assess my targets. What can I do now? |
| *Assemblies* |  |  | National apprenticeship week | National careers week |  |  |
| *Parent activities* | Careers fair |  |  |  | Parents evening |  |
| Work Experience evening |  |  |  |  |  |
| *Other activities* | Careers within the curriculum (using careers champions in every department) – throughout the year | | | | | |
| Y10 target group – throughout the year | | | | | |
| Careers newsletter | | | | | |
| Careers Fair Event | Xello Session | College dinner time drop in | During National careers week, there will be a careers lesson delivered in curriculum time. | World of work day | Enterprise day |
|  |  |  | Go further mentoring | Work experience week | College taster days |
|  |  |  | University Visits | Interview Day |  |

**Year 11**

By the end of Year 11, students will be able to:

* Decide what they are going to do post 16, and apply for this.
* Become valuable citizens of society, community and country.

**Actions**

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Gatsby Benchmarks** |
| Careers Fair | Parents will be invited to an evening where they will be able to explore post 16 options by meeting different providers, and be able to ask any questions they have. | 2,3,5,7,8 |
| Y11 Target Group | Students referred by SLT/HOY. Interviews twice a year to track progress. | 1,2,3,4,5,6,7,8 |
| Careers through the curriculum | There is a careers champion within each department whom is responsible to link careers to their curriculum.  Alongside learning objectives, students are shown an “aspirational link” whereby a post 16 or 18 course is shown, or a job role. This is referred to throughout the lesson. | 1,2,4,5,7,8 |
| Aspiration Mornings | During an engagement period weekly, an aspirational morning will explore a theme from either growth mind-set, exploring different opportunities using LMI and employability skills. This is outlined below.  Resources are also available via Teams so that the students can refer back to any sessions at home. | 1,2,4,5,7,8 |
| Xello session | As part of the rolling programme, the students will have a session on Xello, and be able to apply to college. | 1,3,8 |
| 1:1 Guidance Session | All students have a 1:1 guidance session with our independent careers advisor.  Students identified as disadvantaged/SEND/PP using RONI data, will have their guidance session earlier than others. | 3,8 |
| Apprenticeship Application Session | All Y11 students offered opportunity to attend apprenticeships application sessions with ASK Appenticeships | 3,8 |
| Additional College Visits | SEND/PP/LAC and/or those students that have been identified from RONI data visit the college of choice. | 1,3,4,7,8 |

**Careers Programme**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | ***Growth Mind-set*** | ***Exploring different opportunities using LMI*** | | ***Employability skills*** | |  |
|  | ***Autumn Term***  ***Half term 1*** | ***Autumn Term***  ***Half term 2*** | ***Spring Term***  ***Half term 1*** | ***Spring Term***  ***Half term 2*** | ***Summer Term***  ***Half term 1*** | ***Summer Term***  ***Half term 2*** |
| *Form tutor activities* |  | Local market information | How to get into college | Set targets. Where to get help and assess my targets. | Getting ready for college/apprenticeship |  |
| What will aspiration mornings include? What is a career? | Progression routes – college | How to get into university | Professionalism Employer speaker | Getting ready for college/apprenticeship |  |
| CV writing | Progression routes – college Further education speaker | How to get an apprenticeship | Professionalism & Communication | Getting ready for college/apprenticeship |  |
| CV writing | Progression routes – university | College sessions Further education speaker – W&L | CV writing update |  |  |
| CV writing | Progression routes – university Higher education speaker | College sessions Further education speaker - Winstanley | CV writing update |  |  |
| CV writing | Progression routes – apprenticeships External speaker | College sessions Further education speaker - SJR |  |  |  |
| CV writing | Is it for me? Entry requirements | College sessions Further education speaker |  |  |  |
| *Assemblies* |  |  | National apprenticeship week | National careers week |  |  |
|  |  |  | NCS |  |  |
| *Parent activities* | Careers evening | Y11 Parents evening |  |  |  |  |
| Y11 Parents Information evening |  |  |  |  |  |
| *Other activities* | Careers within the curriculum (using careers champions in every department) – throughout the year | | | | | |
| Y11 target group – throughout the year | | | | | |
| 1:1 Careers guidance meeting | | | | | |
| Careers newsletter | | | | | |
| Careers Fair Event | Xello Session | Apprenticeship application session | NCS |  |  |
|  |  | Additional college visits |  |  |  |