

# RIPLEY ST THOMAS

A CHURCH OF ENGLAND ACADEMY



## Careers Provision

Originator Mr P Wilson  
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*Believe.....*

## **Careers Provision at Ripley St Thomas Church of England Academy**

Ripley St Thomas recognises the importance of excellent careers guidance to prepare students for life beyond school and to be able to use their talents to make a positive difference in society. Careers guidance at Ripley St Thomas is a progressive journey from Year 7-13.

### **Aims and objectives**

The school is committed to providing a programme that meets all 8 national Gatsby Benchmarks:

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. Experience of workplaces
7. Encounters with further and higher education
8. Personal guidance

In line with the above Ripley St Thomas currently provides a careers programme that aims:

1. To develop positive attitudes towards study and work.
2. To develop employability and enterprise skills, such as teamwork and communication.
3. To help students to plan and take control of their future making informed choices at key points in their education.
4. To provide students with the relevant careers guidance that is suitable to their personal needs including age, ability, attitudes and aptitudes.
5. To provide students with a comprehensive understanding of opportunities post-16 and post-18 including traineeships, apprenticeships and all other further education possibilities.
6. To help students to reflect on themselves – their abilities, skills, aptitudes and attitudes – so that they can use this knowledge to consider their career choices.
7. To provide students with impartial advice about options that are available to them.
8. To provide equal opportunity of access to careers inspiration and guidance.

The annual careers plan gives a more detailed overview of our tailored approach for the different age groups. Our current priority is to increase the opportunities for young people to experience workplaces and meet with employers.

### **Implementation of Careers Education**

All strategies are in line with the Gatsby Benchmarks. Careers Compass is a key tool that we as a school use to evaluate our provision against the national benchmarks. This informs us of our next steps and how to improve the school careers provision to be the best it can be. The careers compass is completed a minimum of once per academic year. The Compass assessment tool has helped Ripley St Thomas design a comprehensive plan for careers to benefit all of our students.

## **Our Provision**

The school's careers provision is outlined in appendix A. The emphasis at Ripley St Thomas is on tailoring our approach for each year group and trying to ensure a progressive and expansive careers curriculum across Years 7 to 13.

## **Evaluation/Quality Assurance**

The school regularly monitors and evaluates its provision, conscious that career opportunities locally and nationally change frequently:

1. Careers strategy and provision are formally reviewed in the summer term.
2. Regular professional development is provided for personnel involved in careers guidance.
3. Regular meetings with Inspira advisors and the School Enterprise Link ensure that our programme is up to date and meets all the criteria of the Gatsby Benchmarks and government statutory guidance.
4. A student/parent voice survey is completed annually in July in order to assess the views of our young people and their parents and establish where any gaps in provision may be.
5. The school also attends Lancashire Enterprise Adviser Network & Careers Hub to share best practice in improving provision.

## **Destinations**

All student destinations are collected in house by the school in collaboration with the Local Careers Connect Service and changes are made to the Careers programme accordingly.

Most recent data shows that 99.1% of pupils stayed in education or employment with training for at least 2 terms after KS4.

## **Inspira Enterprise Co-ordinator**

Ripley St Thomas has an enterprise co-ordinator who provides access to contacts and support with careers activities. An Enterprise Advisor has also been provided to assist in the delivery and development of careers education within school.

## **Parents**

Parents who are seeking further information or who would like to contribute to the Careers Education Programme should use the contact details for the School Careers Leader below:

**Mr P. Wilson**

**Assistant Principal**

**Tel:** 01524 64496

**Email:** wilsonp@ripley.lancs.sch.uk

The next review date for Careers Education will be September 2021.

## Appendix A – Careers provision per year group

<b>Target group:</b>	Careers and work related education, including enterprise and employability.	Time of year
Year 7	<p><b>Internal provision:</b>            As part of a comprehensive PSHE plan the following will be covered:</p> <p>Why people work and its importance.</p> <p>Financial tutorial and the importance of budgeting.</p> <p>One to one careers advice on request</p> <p>Assembly delivery on:            Importance of teamwork (enterprise and employability topic)            Different careers available and the broadening of horizons.</p> <p>Money wise and budgeting classroom session with Nationwide bank</p>	<p>Spring</p> <p>Summer</p> <p>Ongoing</p> <p>Spring/summer</p> <p>Summer</p>

<b>Target group:</b>	Careers and work related education, including enterprise and employability.	Time of year
Year 8	<p><b>Internal provision:</b> As part of a PSHE program, the following are delivered:</p> <p>What a career is. Where do you want to be? The different careers available and link to labour market.</p> <p>Enterprise day: Learning from career and labour market information</p> <p><b>External provision:</b> Meet the military! Team building exercises in school – linking curriculum learning to careers.</p> <p>Science, Technology, Engineering and Mathematics seminar – sessions led as part of our PSHE program on careers and opportunities in the STEM sector. The sessions are led by local STEM ambassadors.</p>	<p>Autumn</p> <p>Spring</p> <p>Summer</p> <p>Summer</p>

Target group:	Careers and work related education, including enterprise and employability.	Time of year
Year 9	<p><b>Internal provision:</b></p> <p>Assembly delivery: Importance of teamwork (enterprise and employability topic) Different careers available and the broadening of horizons. This will link to work experience visit in summer and subsequent program.</p> <p>Preparation for your experience and debrief (CV enhancement)</p> <p><b>External provision:</b></p> <p>E-Safety/social media employability delivery from our enterprise advisor. This session gives our students lots of valuable information about being safe online and how this can affect future career opportunities.</p> <p>Working lunches have been set up in school with the intention of introducing our Key Stage 4 students to a vast range of different career related sectors and employers. The following industries have visited the school weekly for one hour seminars that students can opt in to:</p> <ul style="list-style-type: none"> <li>- EDF/STEM sector</li> <li>- Fire service</li> <li>- Police</li> <li>- Hair and Beauty</li> <li>- Hotel and hospitality</li> <li>- Lancaster and Morecambe College</li> <li>- Fitness and Health</li> <li>- NHS</li> </ul> <p><b>Employer encounters:</b> Employability panel with at least six different labour markets. This will be delivered in half year groups.</p>	<p>Spring</p> <p>Summer</p> <p>Spring</p> <p>Spring/Summer</p> <p>Summer</p>

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<b>target group:</b>	Careers and work related education, including enterprise and employability.	Time of year
<b>Year 10</b>	<p><b>Internal provision:</b></p> <p>Assembly delivery: Digital footprint and employer encounter (benchmark 5)</p> <p>As part of the PSHE curriculum delivery, students in Year 10 complete an enterprise day which focuses on business and finance.</p> <p><b>External provision:</b></p> <p>E-Safety/social media employability delivery from our enterprise advisor. This session gives our students lots of valuable information about being safe online and how this can affect future career opportunities.</p>	<p>Spring</p> <p>Summer</p> <p>Spring</p>

	<p>Working lunches have been set up in school with the intention of introducing our Key Stage 4 students to a vast range of different career related sectors and employers. The following industries have visited the school weekly for one hour seminars that students can opt in to:</p> <ul style="list-style-type: none"> <li>- EDF/STEM sector</li> <li>- Fire service</li> <li>- Police</li> <li>- Hair and Beauty</li> <li>- Hotel and hospitality</li> <li>- Lancaster and Morecambe College</li> <li>- Fitness and Health</li> <li>- NHS</li> </ul> <p>Students will meet Lancashire police as part of a range of topics. As well as this, there will also be a visit from the Prison Service as part of the PSHE curriculum delivery.</p> <p><b>Employer encounters:</b>  Visit to a workplace experience will take place across a range of different labour markets and settings.</p>	<p>Spring/Summer</p> <p>Summer</p> <p>Summer</p>
<b>Target group:</b>	Careers and work related education, including enterprise and employability.	Time of year
<b>Year 11</b>	<p><b>Internal provision:</b>  One to one careers guidance interview with a Careers Advisor.</p> <p>ASK presentation</p> <p>Mock interviews</p> <p>Assembly delivery:  Digital footprint and employer encounter (benchmark 5)  Importance of teamwork (enterprise and employability topic)</p> <p>Sixth form open evening/assembly delivery/interview process for sixth form.</p> <p><b>External provision:</b></p>	<p>Ongoing throughout the full year.</p> <p>Autumn</p> <p>Ongoing</p> <p>Spring</p> <p>Autumn/Spring</p>



	<p>National apprenticeship fair tailored towards students' interests – funding from pupil premium fund.</p> <p>Visits to Kendal/Myerscough Colleges</p> <p>A local provider of apprenticeships to deliver an assembly to the year group (EDF) (Benchmark 5)</p> <p>E-Safety/social media employability delivery from our enterprise advisor. This session gives our students lots of valuable information about being safe online and how this can affect future career opportunities.</p> <p>Working lunches have been set up in school with the intention of introducing our Key Stage 4 students to a vast range of different career related sectors and employers. The following industries have visited the school weekly for one hour seminars that students can opt in to:</p> <ul style="list-style-type: none"> <li>- EDF/STEM sector</li> <li>- Fire service</li> <li>- Police</li> <li>- Hair and Beauty</li> <li>- Hotel and hospitality</li> <li>- Lancaster and Morecambe College</li> <li>- Fitness and Health</li> <li>- NHS</li> </ul>	<p>Autumn</p> <p>Autumn</p> <p>Spring</p> <p>Spring/Summer</p>
<b>Year 12</b>	<b>Internal provision:</b>	
	<p>Tutorials:</p> <ul style="list-style-type: none"> <li>• Year 12 Achievements Log encourages students to keep an on-going record of their development of employability skills throughout the year</li> <li>• Our 'Career Planning Journey' begins in Year 12 with a wide range of activities and resources designed to help students start research into, and make decisions about, their next steps, including Higher Education, Apprenticeships, School Leavers' Programmes, Gap Years and Employment</li> </ul>	<p>On-going</p> <p>On-going</p>

Year 12	Internal provision:	
	<ul style="list-style-type: none"> <li>• CV building – all students are given guidance to enable them to produce a tailored CV</li> <li>• In the spring term, students are given guidance and support with applications for University summer schools and taster events, as well as information on booking open days</li> </ul>	<p>Summer</p> <p>Spring/Summer</p>
	<p>Enrichment:</p> <ul style="list-style-type: none"> <li>• Students can choose to engage in work experience relevant to their intended career paths as part of their sixth form enrichment</li> <li>• Students can opt to take part in one of three bespoke ‘careers academies’ (Aspiring Teachers, Healthcare Professionals and Engineers)</li> <li>• Some long term enrichment activities, such as Aspiring Teachers, have work placements built into them</li> <li>• Students can opt to complete MOOCs related to particular career fields, e.g. law, engineering, psychology, finance</li> <li>• Students can undertake volunteering, either as a standalone enrichment activity, or as part of the Gold Duke of Edinburgh Award</li> </ul>	<p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p>
	<ul style="list-style-type: none"> <li>• Students work collaboratively to raise money for a variety of charity initiatives whilst developing key employability skills</li> </ul> <p>Assemblies:</p> <ul style="list-style-type: none"> <li>• Talks on gap year and volunteering opportunities from former students and placement providers (e.g. Project Trust; The Smiles Foundation)</li> <li>• National Citizen Service presentation</li> </ul>	<p>Summer</p> <p>Spring</p> <p>Spring</p>

<b>Year 12</b>	<b>Internal provision:</b>	
	<p><b>External Provision:</b> All students attend the Manchester UCAS Exhibition which includes exhibitors and talks on HE and Apprenticeship pathways</p> <p>PSHE provision:</p> <ul style="list-style-type: none"> <li>• Talks on choosing HE institutions and courses and writing personal statements from universities</li> <li>• Talk on degree apprenticeships from Manchester Metropolitan University</li> <li>• 'Next Steps' careers day in the summer term which includes talks from a variety of employers (e.g. BAe, NHS) on career pathways</li> </ul>	<p>Spring</p> <p>Spring</p> <p>Summer</p>

<b>Year 13</b>	<b>Internal provision:</b>	
	<p>Tutorials:</p> <ul style="list-style-type: none"> <li>• Targeted support for apprenticeship, school leavers' programmes and employment applications through our 'Career Planning Journey'</li> <li>• CV building/refining</li> <li>• Interview skills and mock interviews</li> <li>• Employability skills development</li> <li>• Life skills challenge, including managing finances, professional etiquette, etc</li> </ul>	<p>On-going</p> <p>Autumn/Winter Autumn/Winter Autumn/Winter Spring</p>
	<p>Enrichment programme:</p> <ul style="list-style-type: none"> <li>• Students can choose to engage in work experience relevant to their intended career paths as part of their sixth form enrichment</li> <li>• Students can opt to take part in one of three bespoke 'careers academies' (Aspiring Teachers, Healthcare Professionals and Engineers)</li> <li>• Healthcare Professionals and Engineers)</li> <li>• Some long term enrichment activities, such as Aspiring Teachers, have work placements built into them</li> <li>• Students can opt to complete MOOCs related to particular career fields, e.g. law, engineering, psychology, finance</li> <li>• Students can undertake volunteering, either as a standalone enrichment activity, or as part of the Gold Duke of Edinburgh Award</li> <li>• Students work collaboratively to raise money for a variety of charity initiatives whilst developing key employability skills</li> </ul> <p><b>External Provision:</b></p> <p>PSHE provision:</p> <ul style="list-style-type: none"> <li>• Apprenticeship workshop, focusing on skills for applications, assessment centres and interviews</li> </ul> <p>Career talks on apprenticeship opportunities from a variety of local employers including BAe, EDF, Askam</p>	<p>On-going</p> <p>On-going</p> <p>On-going On-going</p> <p>On-going</p> <p>On-going</p> <p>Spring</p> <p>On-going</p>