



The Redhill Academy

CAREER GUIDANCE AND INSPIRATION POLICY AND OPERATIONAL PLAN

2020 -2021

Key Priorities, Outcomes & Actions

Covid-19

The operational plan includes intended CEIAG provision for this academic year. Some of the scheduled events are 'to be confirmed' largely due to logistical arrangements which still need to be decided in light of covid-19 restrictions. This also means provision may be subject to amendment in order to respond to changing requirements. We remain committed to providing Redhill Academy students with quality CEIAG provision, even if we need to be more flexible in its delivery.

Commitment

The Redhill Academy is committed to providing all students in Years 7-13 with a programme of careers activities and supporting activity. The programme has been developed in line with the eight Gatsby benchmarks for ensuring best practice and to meet the requirements of the Department for Education's statutory guidance 2018.

The Redhill Academy believes that:

- Every student should have high quality, independent careers guidance to encourage them to be aspirational and well informed when making educational and career decisions.
- All students should participate in a range of activities to develop a variety of employability skills, preparing them for a working life which is in the best interest of the student being enjoyable and providing economic well-being.

Gatsby Career Benchmarks

The career programme is used to develop and improve the programme of career education and guidance offered to our students. The Gatsby Career Benchmarks identify good practice and define the essentials of good career guidance providing a robust and realistic framework for developing a career programme that is first class.

The Gatsby Benchmarks

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each student
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experience of work places
7. Encounters with further and higher education
8. Personal guidance

All students at the Academy should:

- Expect information, advice and guidance as an entitlement and know where to access up to date information about work, training and educational opportunities.

- Be given the opportunity to experience work related learning including a period of work experience in Yr12.
- Experience a range of career related activities including careers workshops, employer talks, career fairs, motivational speakers, college and university visits.

Career Guidance

Academies have a duty to secure access to independent and impartial (no bias towards a particular education or work option) careers guidance for students' years 8-11 (Education Act 1997, 2011 & Careers Guidance & Inspiration in Schools March 2015 Statutory Guidance). The Academy's duty to secure independent career guidance for all year 8-11 pupils is intended to expand advice and guidance for young people so they are inspired and motivated to fulfil their potential, develop high aspirations and consider a broad and ambitious range of careers.

Key priorities:

- Provide independent & impartial careers advice, prevent stereotyping and promote the best interest of the student to whom it is given.
- Ensure adequate support for students with SEN or disabilities.
- Work with Local Authority to identify those 'at risk' of not participating post-16 in education or training and the services to support them.
- Work with education and training providers to provide information on the range of available education options including apprenticeships.
- Inspire and motivate students to fulfil their potential and develop employability skills.
- Provide direct students access to the **National Careers Service**, launched by the Government in April 2012, giving job market information and job profiles and other online career guidance sites.
- Provide access to online impartial careers and further and higher education resources.
- Inspire students through real life experiences/real life contact with work.
- Provide entrepreneurial challenges to develop employability skills and self-employment opportunities.
- Encourage students to study STEM subjects.
- Develop employer-academy links with the help of the Gedling Borough Council to address career aspirations and link what is done in class to the outside world.

Outcomes:

- Ensure all students are well informed when making subject and career decisions
- Reduce the amount of 16–18-year-old NEETs
- All students to have a clear sense of achievable direction about future education, training options and goals
- All students to understand that if English and maths not secured at grade 4, then this will be a continued subject for study at post 16
- All students understand the importance of STEM subjects
- All students are aware of out of school opportunities (e.g. National Citizen Service, voluntary activities).
- All students have a portfolio record of all extra-curricular and enterprise related activities that a student has taken part in.
- All students are aware of any post 16 funding available to them (16- 19 Bursary Fund)
- All students to have interacted with employers and understand the skills employers are looking for.
- All students to have developed some, if not all, of the key skills needed to progress in to employment and further and higher education.

Actions - What will the action be? When will/was it done?	Date	Led by	Monitored by	Gatsby Benchmark
Identify critical cohorts to ensure students with SEN and/or disabilities receive additional personalised external (Futures) and internal support.	Sept 20	CBL	M.Walsh	1,3
1:1 career meetings with Miss Blyth	Sept - June	CBL	M.Walsh	2,3,8
Update webpage with careers information and links to additional support including the National Careers Service	Ongoing	CBL	M.Walsh	1,2,3,4,
Assembly – National Citizenship Service	TBC	S. Staniforth	M.Walsh	3,5,7
All Years - National Apprenticeship Week – Virtual resources sent to students via SMHW and through selected lessons, to include videos and Webinars delivered virtually by professionals to include the NHS, Amazing apprenticeships, Europa and EON	8 th -12 th Feb	CBL	M.Walsh	2,3,4,5,6
All Years - National Careers Week – Careers and Aspirational Talks delivered by visiting professionals – This year to be delivered virtually	1 st – 5 th March	CBL	M.Walsh	2,3,4,5,7
Representation by Career Advisor at all KS4 parent evenings/events	Ongoing	CBL	M.Walsh	2,3,4,5,7,8
RHT - Careers Network Meetings – Sharing good practice	3 times a year	CBL	M.Walsh	1
Year 7 National space Centre trip – stem careers	18 th June tbc	DH	CHE	2,3,4,6
Year 7 English Trip to Stratford-upon-Avon	6 th ,7 th July	KDA	KDA	2,4,5
Year 7 Careers lesson using online resources delivered through PSHE with follow up lesson via SMHW	2 nd November 20	CB/LH	M.Walsh	1,2,3
Year 7 Careers lesson delivered through PSHE – Enterprise, Employability, Employment sectors, meaning of stereotype & discrimination, Gender stereotype job roles	9 th Nov – 11 th Dec 20	LH/CB	M.Walsh	1,2,3,4,8
Year 8 Careers lesson using online resources delivered through PSHE with follow up lesson via SMHW	2 nd November 20	CB/LH	M.Walsh	1,2,3
Year 8 Careers lesson delivered through PSHE – Enterprise, Employability, Employment sectors, meaning of stereotype & discrimination, Gender stereotype job roles	9 th Nov – 11 th Dec 20	LH/CB	M.Walsh	1,2,3,4,8
Year 8 Arts week	25 th Jan 21	CW/SS	S. Sharpe	2,3,4,7,8
Yr 8 Option Assemblies & Option booklet / pathways	February	CW	M.Walsh	3,4,8
Yr 8 Pathways evening	TBC	OT	OT	2,3,4
Yr 8 Festival of Chemistry trip	20 th May tbc	DH	CHE	2,3,4,5
KS4 Arts Day	14 th July	LB	LB	2,3,4
Year 9 Careers lesson using online resources delivered through PSHE	2 nd November 20	CB/LH	M.Walsh	1,2,3
Year 9 Careers lesson delivered through PSHE – Enterprise, Employability, Employment sectors, meaning of stereotype & discrimination, Gender stereotype job roles	9 th Nov – 11 th Dec 20	LH/CB	M.Walsh	1,2,3,4,8

Year 9 Dance Primary visits	27 th , 28 th Jan	RD	EBA	1,2,3,4,5,6
Year 9 drama trip Dream Girls – Royal Concert Hall	11 th Feb tbc	LB	LB	2,4,5
Yr 9 Festival of Chemistry trip	7 th June tbc	DH	CHE	2,3,4,5
Year 9 WW1 Battlefields trip	11 th – 14 th June	HB	HB	2,4,5
Yr 10 Geography trip	6 th , 7 th & 8 th Oct TBC	MF	MF	2,4,5
GCSE Dance Company Workshops	27 th Nov TBC	RD	EBA	2,4,5
Yr 10 online UniFrog careers recourse lessons though PSHE	2 nd November 20	CBL	M.Walsh	1,2,3,4,7
Yr 10 post 16 options PSHE Lesson	9 th November 20	CBL	M.Walsh	1,3,7
Yr 10 and 11 - 3 interactive workshops delivered by Enterprise Advisor Emma Laws, dispelling the myths about university	16 th Nov – 4 th Dec	CBL	M.Walsh	2,3,4,5,7,8
Y10 and Y11 Career guidance 1:1	Ongoing	CBL	M.Walsh	2,3,4,8
Yr10 Dance trip Nottingham College workshop and performance	14 th Jan tbc	RD	RD	3,4,6,7
Yr 10 CV workshops	May date tbc	CBL	M.Walsh	1,2,3
Y10 Redhill 6 th Form Assembly	June	Susan Sharpe	S. Sharpe	3,7
Year 10 6 th form taster day	9 th July	6 th form	S. Sharpe	3,7
Year 10 workplace and college visit - SEN	Ongoing Feb/March time	CB/EC	MJ	3,5,6,7
Oxbridge Information Evening year 10 and 11	4 th November	NH/SS	S.Sharpe	
Year 10 and Year 11 NHS Science workshop – Midwifery and Nursing	March tbc	AC/CB	Mike Walsh	2,3,4,5,6
Year 10 DANCOP workshops – raising aspirations to university. 35 year 11 students working on revision techniques, researching post 16 and post 18 options. Raising aspiration to Higher education.	4 th and 19 th March	CBL	M.Walsh	3.4.7.8
Year 11 Assertive mentoring week	21 st Sept	MW	M.H	3,8
Year 11 post 16 open evening	1 st October	JK/SS	SS	3,4,7
Year 11 Tutor and lunchtime CV clinics	28 th Sept – 9 th Oct	CBL	Mike Walsh	3,4,8
Year 11 Mock interviews – students opt in this year	14 th & 15 th Oct 2020	CBL	M.Walsh	1,3,5,6,8
Yr 11 online UniFrog careers recourse lessons though PSHE	2 nd November 20	CBL	M.Walsh	1,2,3,4,7
Yr 11 post 16 options PSHE Lesson	9 th November 20	CBL	M.Walsh	1,3,7

Year 11 Arts inspiration Workshops	15 th Oct & 4 th Feb	SC/AS	AS	2,4,5
Year 11 targeted, raising aspirations workshops with external provider. Bi-weekly meetings working on communication, confidence, self-awareness and motivation.	Date to be confirmed	CBL	M.Walsh	3,5,8
Year 11 English trip Poetry Live Theatre Royal	8 th March	AG	AG	1,2,3,4,5
Trip: Art London Gallery visit	5 th Feb	AS	AS	2,4,5
Year 11 Human Geography trips	9 th ,12 th Feb	Mf	MF	2,4,5
Year 11 Mentoring	October tbc	JG	JG	3,8
Year 11 Amazing apprenticeship workshop	Date tbc	CB	M.Walsh	2,3,6,7
Inter-House Engineering Challenge years 7 - 11	23 rd Jan tbc	HAC Team	M.Walsh	1,2,3,4
Yr11 6 th form assembly	22 nd Sept	S. Sharpe	S.S/PC	3,7
A Level Dance Trip NCN	10 th March tbc	RD	RD	3,4,5,6,7
Secure work experience placements for all year 12 students to gain real life work experience developing employability skills in areas of interest and supporting studies.	5 th July tbc	JK	S.S/PC	4,5,6
Year 12 Stepping up day	11 th September	JK, NH	S.S/PC	1,3,4,7
Year 12 welcome evening for parents	15 th September	JK	S.S	1,3,4,
Year 12 Theatre trip - postponed	26 th September	EB	JK	4,5,6
Year 13 university information evening for parents (student finance etc.)	23 rd September	NH	S.S/PC	2,3,4,5
Year 13 Biology trip Perlethorpe Education Centre	5 th October tbc	MI	CH	1,2,4,5,6
Year 13 Mock Oxbridge Tests	4 th Nov	NH/SS	SS	2,4,5,7
Year 13 Interview Practice	4 th Nov 5.30pm	NH/SS	SS	2,4,5,7
Oxbridge information evening	5th November	SS	S.S/PC	1,3,7
Year 12 HE+ launch (we are the North Nottm hub for 14 schools across Nottingham)	November	SS	S.S/PC	1,3,7
HE+ Year 13 Interview Evening	5 th November	SS	SS	3,4,7
Year 13 Medicine Mock interviews	30 th November	SS	S.S/PC	1,3,7
Year 13 Oxbridge Mock Interview Week	23 rd November	SS	S.S/PC	3,4,7
HE+ Peterhouse College Cambridge visit	9 th February	S. Sharpe	S.S/PC	1,3,4,7
Year 13 Psychology 'Behind Bars' trip	23 rd November tbc	AP	NH	2,3,4,5

Year 12 & 13 English trip to Warner Brother Studios	3 rd December tbc	HL/KD	KD	2,4,5,6
Year 13 Art Trip London Gallery	5 th February	AS	S.S/PC	1,2,3,4,5,6
Year 12 visit to the UCAS Higher Education Fair	Date tbc	JK	S.S/PC	1,3,4,7
Year 12 Biology Trip Twycross Zoo	15 th March	MI	CH	1,2,3,4,5,6
Year 13 Business Trip to Birmingham	29 th April tbc	NH	S.S/PC	1,2,3,4,5,6
Post 16 Magdalen College Oxford trip	25 th May tbc	SS	S.S/PC	1,3,4,7
Year 12 Next Steps Conference Day 1 and 2	1 st & 2 nd July	JK	S.S/PC	1,2,3,4,7
UCAS Day one – in house introduction to UCAS (Alumni coming in to talk about uni life)	Date tbc	MH	S.S/PC	1,3,7
UCAS Day two – trip to Loughborough university	Date tbc	MH	S.S/PC	1,3,7

Year 7

- Tutor provides advice to students on an individual basis against achievement
- Online/website link to career guidance through Unifrog
- Careers lessons through PSHE, to include Enterprise, Employability skills, Challenging Gender stereotypes - October/November
- Careers in the curriculum lessons to include Visiting speakers – Subject careers talks
- Apprenticeship Webinars and talks during National Apprenticeship Week
- Careers talks during National Careers Week

Year 8

- Tutor provides advice to students on an individual basis against achievement
- Online/website link to career guidance using the Unifrog website and further information through PSHE
- Careers lessons through PSHE, to include Enterprise, Employability skills, Challenging Gender stereotypes - October/November
- Careers in the curriculum lessons to include Visiting speakers – Subject careers talks
- Year 8 Pathways evening
- University visits – Nottingham University, widening participation
- Apprenticeship Webinars and talks during National Apprenticeship Week
- Careers talks during National Careers Week

Year 9

- Tutors provides advice to students on an individual basis against achievement
- Careers in the curriculum lessons to include Visiting speakers – Subject careers talks
- Online/website link to career guidance using the Unifrog website and further information through PSHE
- Careers lessons through PSHE, to include Enterprise, Employability skills, Challenging Gender stereotypes - October/November
- Visiting speakers – Subject careers talks
- Duke of Edinburgh Award
- Apprenticeship Webinars and talks during National Apprenticeship Week
- Careers talks during National Careers Week

Year 10

- Students are given guidance by teachers about the links between curriculum learning and real-life work
- Targeted one to one impartial careers interview and mentoring
- Tutors to provide advice to students on an individual basis against achievement
- Online/website link to career guidance using the Unifrog website
- Duke of Edinburgh Award
- Aspirational talks supported by local employers
- 6th Form and college visits
- CV workshops, Online resource session
- Apprenticeship Webinars and talks during National Apprenticeship Week
- Careers talks during National Careers Week

Year 11

- Tutors mentor students on an individual basis against achievement
- Online/website link to career guidance using the Unifrog website
- Face to face career guidance interview to provide independent & impartial careers advice and promote the best interest of the student
- Apprenticeship information and workshops
- CV and application workshops, Interview techniques, post 16 and employer talks
- Aspirational talks, supported by local employers

- Visiting speaker from National Citizenship Service
- 6th Form and University visits
- Mock Interview with local employers
- Apprenticeship Webinars and talks during National Apprenticeship Week
- Careers talks during National Careers Week

Year 12 & Year 13

- Post 18 options and UCAS information
- university visits, university Fairs, workshops on study skills, mock interviews and job applications.
- Tutor times and assemblies with guest speakers to cover future aspirations & researching options
- One 2 one careers interviews available to all 6th form students on request
- Work Experience week for all year 12 students
- Mock Interview with local employers for the whole year 13 group
- Unifrog workshops
- Apprenticeship guidance and one to one sessions

Monitoring and Evaluation

Monitoring of the activities and the guidance taking place will include observations by SLT and feedback from students and those engaged in activities (e.g. parents, colleges, and employers). Outcomes will be reported to Governors on an annual basis.

Impact will be measured by:

1. Attainment and destination of students – closing the gap between young people from disadvantaged backgrounds and others
2. NEET figures
3. Questionnaires – trend analysis
4. Student evaluation forms