

Careers Provision at WSAPC

WSAPC recognises its statutory duty to provide impartial and confidential careers education to all our students in Years 7 to 11 and to give students access to careers information, advice, and guidance.

We value the importance of careers education and guidance to support our students in realising their potential and the routes that they can take after their GCSE's. We aim to broaden horizons, raise aspirations, and help students to make the most of a range of opportunities on offer during their time at WSAPC.

Points to note:

- ✦ This programme of careers education is designed to gradually develop as each student progresses through the school.
- ✦ All aspects of the Careers Programme, in whichever way it is delivered, actively seeks to both challenge stereotypical thinking and raise aspirations.
- ✦ The advice is tailored to the needs and interests of each student, with reasonable adjustments in timings, support provided, and methods of advice given for students classified as SEND or from low income backgrounds so that the barriers to benefitting from the programme are recognised and addressed.

Working alongside "West Sussex and Brighton and Hove Careers Hub – Local Enterprise Partnership", we aim to help students to:

- ✦ Develop knowledge about the changing nature of the world of work and the jobs market.
- ✦ Understand the range of Post-16 learning opportunities locally and nationally
- ✦ Recognise individual strengths and interests.
- ✦ Develop their career management and employability skills.

Meeting the Gatsby Benchmarks

The eight Gatsby Benchmarks of Good Career Guidance (For more information about the 8 Gatsby benchmarks, please visit <http://www.goodcareerguidance.org.uk/>)

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

Students are entitled to:

- ✦ Access to qualified professionals and careers software
- ✦ Tutor mentors



- ✦ Guidance on interview techniques
- ✦ Targeted interventions to meet individual needs
- ✦ External visits to Further and Higher Education and Apprenticeship establishments to raise awareness and build confidence.

At WSAPC, the careers education programme begins in Key stage 3 and continues to the end of Year 11 when there is a high level of guidance to enable smooth transition to the students' chosen Post 16 destination.

Key Stage 3 Provision

Depending on when students join WSAPC, students will:

- ✦ Understand why leaving school with qualifications is important.
- ✦ Know the differences between A Levels, BTECs, Vocational Qualifications and Apprenticeships.
- ✦ Investigate possible career opportunities and routes.
- ✦ Be offered opportunities to visit workplaces – (supervised work shadowing)
- ✦ Be able to match skills and qualities with suitable occupations.
- ✦ Be involved in an Enterprise Project.
- ✦ Know the local Post 16 opportunities available to them.
- ✦ Understand how to create their own CV.

Year 10 Provision

Students will:

- ✦ Have access to a work experience placement and, if appropriate, have first-hand experience of the world of work.
- ✦ Engage in enrichment days, assemblies and workshops that specifically focus on employability skills such as interview techniques, creating CV's and meeting employers from a range of disciplines or businesses.
- ✦ Be offered opportunities to visit workplaces – (supervised work shadowing)
- ✦ Be involved in an Enterprise Project.
- ✦ Visit a range of local Post-16 providers on "Taster" Days to inspire and motivate students to consider higher education.
- ✦ Have an initial one to one meeting with their Tutor Mentor to allow a more personalised approach to assisting them with their future aspirations when entering Year 11.

Year 11 Provision

Students will:

- ✦ Meet with external providers at "Career Speed Dating Days", allowing them to speak with a range of professionals, building their confidence and enabling them to make informed choices.
- ✦ Have access to a work experience placement and, if appropriate, have first-hand experience of the world of work
- ✦ Be offered opportunities to visit workplaces – (supervised work shadowing)



- ✦ Engage in enrichment days, assemblies and workshops that specifically focus on employability skills such as interview techniques, creating CV's and meeting employers from a range of disciplines or businesses.
- ✦ Be involved in Enterprise Projects.
- ✦ Have at least 2 intensive 1:1 meetings with their Tutor Mentor to consider various post 16 options available to them; more appointments will be put in place for students with medical or SEND needs.
- ✦ Attend careers conventions wherever available.
- ✦ Be informed of local college Open Evenings/Days and be supported by WSAPC staff where required.
- ✦ Access bespoke assemblies/enrichment sessions and presentations with outside speakers.

UPDATE and ADDITION – July 2023 – in response to “STUDENT VOICE”

- ✦ Our Career Education focus will be on the eight Essential Skills – Listening, Speaking, Problem Solving, Creativity, Leadership, Teamwork, Aiming High and Staying Positive. These are skills that are expected in the workplace that **all** students at WSAPC can build upon during their time here using the Skills Builder programme.

Our key aim is to ensure that careers education is impartial, promotes equality of opportunity, diversity and inclusion and is differentiated to meet the specific needs of each individual student. The guidance aims to provide current and relevant information to promote self-awareness, personal development and aims to provide our young people with the tools to make informed choices about their future.

Teachers

Our teaching staff have an active interest in getting the very best from our pupils and inspiring them to achieve in whatever they do when they leave WSAPC. Our teachers are keen to promote the variety of careers and opportunities available within their own subject areas.

Teachers can enhance careers activity through their subjects in a variety of ways - such as guest speakers in school, subject-focused careers trips, and employer-led careers lessons, with employers helping to deliver aspects of the curriculum.

Opportunities for Access

We recognise the value and importance of external influences on assisting our students to make realistic and informed choices on their careers and future plans leaving school. We are very keen to build links with our partners in Post-16 education, employment and training. As well as our internal careers programme, we welcome the significant experience, skills and knowledge that our network of local colleges, employers, universities and training providers can bring to our Careers Education Programme at WSAPC.



There are a variety of opportunities for external partners to support our Careers Education Programme at school including:

- 🔗 Careers assemblies & talks
- 🔗 Careers Workshops
- 🔗 Mock Interviews
- 🔗 Work Experience & Volunteering
- 🔗 Careers Fairs
- 🔗 Mentoring
- 🔗 Off-site visits

Above are all examples of careers led activities we have had in school, but we are always open to develop any opportunities to inspire and encourage our pupils.

Any external partners such as employers, colleges, universities or training providers that are interested in supporting our pupils through our Careers Education Programme should make this request through our Careers Leader Sue Daniel by email: sdaniel@wsapc.co.uk.

To find out more about some of our projects with external providers please see the link to our employer engagement on our website and our careers newsletter page (https://www.apcollege.co.uk/?page_id=910 and <https://www.apcollege.co.uk/wp-content/uploads/2023/11/CF23.pdf>)

Visitors to school, working with our pupils for careers related activities – individual or groups - will be expected to follow our procedures for safeguarding, as outlined in our school Child Protection and Safeguarding Policy. For any career activities taking place in school, we will do our best to accommodate requests regarding rooming and facilities such as ICT and technology as required.

We also welcome any literature regarding courses, activities or opportunities – such as leaflets, prospectuses, posters – which can be made available to our students. Literature can be emailed for the attention of the Careers Lead to sdaniel@wsapc.co.uk. Alternatively, please refer to our Contact page for the location of individual centres where literature can be handed to reception for the attention of the PSHE Teacher.

Parents/Carers

Do you work in a business or know of anyone that could help provide work experience or opportunities for our students?

We welcome the involvement and support of parents & carers within careers education and guidance. We are always looking for local businesses that are wanting to inspire and educate our students about the world of work and expand and develop our Career Education Programme. If you think you could help to provide invaluable work experience or opportunities that give students the chance to develop core skills and motivation, in the first instance, please contact Sue Daniel by email sdaniel@wsapc.co.uk.



Measuring the success of our Careers Programme

Careers activity needs to be relevant and inspirational for our students. We measure and assess the impact of our careers programme through a variety of ways such as:

Careers and Enterprise Company's Compass+ Tool

This is a tool for schools and colleges in England that quickly and easily helps us to evaluate our careers activity against the Eight Gatsby Benchmarks. This means that we are constantly comparing what we do against the best national practice. The tool was built in partnership with the Gatsby Charitable Foundation, to help us to easily discover our strengths and find areas for improvement. Once completed, the tool provides us with a confidential report and ideas to help you achieve the best for our students in relation to each benchmark.

Y11 Destination Figures

We track our Y11 school leavers each summer to confirm post-16 plans, and we strive to support all our students into a positive activity. We aim to have as few 'NEET' (not in education, employment or training) destinations as possible, and strongly encourage all students to be engaged in education or further training. A strong investment in our careers programme will reflect in our positive destination figures.

Event feedback

After each careers event we ask our students to feedback on the activity to find out what went well, what the students enjoyed and what they didn't. We also ask this of our teaching staff and of our visitors to make sure events are as successful as possible and improvements can be made.

Student Voice

We encourage ongoing input from our students and welcome careers feedback through our student voice.

Careers work is constantly being promoted and relies on the teaching staff to be implemented successfully. A report is submitted to the senior leadership team and governors.

ADOPTED BY WSAPC	June 2019
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