



## **Dame Elizabeth Cadbury School: Careers Plan 2022-2023**

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***Vision: Our highly ambitious careers curriculum supports pupils to make confident and fully informed choices about the next stage of their lives.***

At Dame Elizabeth Cadbury **Careers Education, Information, Advice and Guidance** (CEIAG) forms an integral part of student life. As a school, we work in partnership with a wide range of stakeholders, including apprenticeship providers, employers and education providers to offer an inspiring, supportive and motivational Careers Programme for all pupils. We have high aspirations for all our pupils, and we aim to give every pupil the best chance at progressing onto their chosen career pathway, through an exciting range of careers events that showcase the full range of options available, and by helping pupils to navigate that choice with well-informed, up-to-date and impartial advice and guidance.

We offer careers activities to meet everyone's individual needs and allow our pupils to broaden their horizons by meeting new and inspiring people who help us to bring together a Careers Programme that raises aspirations, challenges stereotypical thinking and promotes equality and diversity.

We take a whole school approach to careers education, with careers support being embedded into the whole curriculum, both academic and pastoral. The Careers Programme at Dame Elizabeth Cadbury School goes beyond helping pupils to figure out what their next steps should be; it helps pupils to recognise their own strengths and interests and to continually develop the essential employability and life skills to make successful applications to their chosen pathways. We use a careers platform called Launchyourcareer.com which profiles each pupil according to their interests and the subjects they excel in. This complements our new exciting and engaging form time curriculum for all year groups.

Below is the plan for our Careers Programme, mapped to the 8 Gatsby Benchmarks of Good Careers Guidance (<https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>).

### **Benchmark 1: A stable careers programme**

- Dame Elizabeth Cadbury School will measure and assess the impact of its own careers programme using the Gatsby Benchmarks and the Compass+ tool. We regularly evaluate our programme using opinions of all stakeholders, including input from our Careers Hub link members.
- The Senior Leadership Team support the careers programme and the Parent Advisory Board have been presented to on the top 5 priorities on the action plan for 22-23.
- Resources have been allocated to enhance the careers activities we can provide, including the launch of a new platform launchyourcareer.com and a form time package which meets all the Gatsby benchmarks.
- A dedicated area of the school's website details useful and up-to-date information for use by pupils, parents and teachers.
- Our Provider Access Policy is also published on our website for the benefit of employers and educational establishments.

### **Benchmark 2: Learning from careers and labour market information**

- Pupils will be informed of updated LMI information through PSHE lessons and form time sessions, annually through assemblies and in their individual careers interviews.
- All staff have had LMI information shared with them and have been encourage to share sectors relevant to their subjects with pupils.
- LMI will be included in careers displays in school.

- Staff will be kept up-to-date with LMI in annual CPD careers sessions.
- Employers visiting the school and trips to providers help to contribute to the delivery of LMI information.
- LMI information will be disseminated to parents at key pathway evenings and through the school's website.

### **Benchmark 3: Addressing the needs of each pupil**

- Our Careers Programme is designed to support our pupils into the career pathway of their choice. Each student will have tailored advice and support at key transition points. I.e., Individual meetings for pathways choices in year 9 with a member of Senior Leadership, and at least one careers meeting, annually, in years 10-13 with an independent career's advisor.
- SEND pupils and Pupil Premium pupils are prioritised for early careers meetings in all years.
- Our pupils use the Launchyourcareer.com platform to help them make informed choices about future career pathways. This includes identifying which careers/job sectors are most suited to their personality traits and interest. The platform tracks changes in pupils traits and experiences throughout their journey at school and allows us to keep accurate records of all our pupil's careers experiences during their school life. Pupils can access these records at any time.
- We plan to organise university visits with pupils across KS3.
- We ensure accurate record keeping by our in-school careers advisor to monitor all meetings and track destinations. We use academic data to analyse our pupil destinations to ensure students are following the appropriate pathways suited to their ability and interests.
- We aim to raise the aspirations of all pupils, encouraging them to consider a range of pathways at post 16 that will help them to access Higher Education, Higher Apprenticeships and Degree Apprenticeships at post 18. Pupils are exposed to assemblies and other encounters which ensure they can make an informed choice at every stage.
- We challenge career stereotypes through our PSHE and form time programmes and setting examples through our visiting employers.
- We are in the process of developing an Alumni Network so that we can track the destinations of our pupils and use this to inform and evaluate our Careers Programme.
- The school actively works with universities and organisations that support underrepresented groups to access higher level learning, e.g. Aim Higher Mentoring.

### **Benchmark 4: Linking curriculum learning to careers**

- Our holistic approach to careers sees careers linked to all areas of the curriculum. Staff are given CPD on how to exploit opportunities to support pupils to navigate different careers pathways, relevant to the subject they are being taught.
- A dedicated Careers Week ensures a career link is included in every lesson for every pupil.
- Subject departments are encouraged to develop links with local employers and universities and use these to create new opportunities for pupils within lessons or for educational visits to work places or higher education providers.
- At least one annual CPD session for all teaching staff is dedicated to careers.
- Each year group has a series of PSHE lessons dedicated to Careers, which are tailored to the different stages of their career learning.

### **Benchmark 5: Encounters with employers and employees**

- We have an every growing network of local employers, many of whom regularly return to support the school each year.
- All pupils attend our annual Careers Fair where they meet a range of employers, apprenticeship providers and further/higher education providers.
- Our pupils have opportunities to take part in events with employers throughout the year, including trips, assemblies and workshops.
- We are currently building an Alumni Network in order to allow us to create a variety of encounters for our pupils to enrich the delivery of our Careers Programme.

- Year 11 will have mock interviews with the support of some employers.

#### **Benchmark 6: Experience of workplaces**

- Year 12 pupils take part in a full week of work experience.
- Year 9 pupils have the opportunity to take part in Take Your Child to Work Day.
- Pupils in Years 10-13 have access to virtual work experience opportunities to take part in. During Enrichment week, year 10 will also have the opportunity to attend talks and workshops with different employers.
- Year 7 and 8 pupils take on the job role of Duty Monitor for a day in school.
- Year 11 and 12 pupils are encouraged to take part in NCS, which includes a valuable voluntary work placement.
- Pupils have many opportunities to take on leading roles within school that give them a taste of a working dynamic e.g., Prefects, School Council, Cadets, Anti-bullying ambassadors and LGBTQ+ ambassadors.
- Visits to employers are arranged where possible for small groups.

#### **Benchmark 7: Encounters with further and higher education**

- The school invites local and national providers, in person and virtually, to help inform our pupils of all the options available to them.
- All pupils in all year groups attend our annual Careers Fair with a full range of options presented: universities, colleges, apprenticeships, employment, training providers, technical education providers etc.
- Various visiting speakers, taster lectures, trips and projects are arranged throughout the year.
- We have partnerships with some local universities and take part in their various outreach projects.
- Parents are kept informed at Parents evening events and through letters, texts and the school website.
- Year 12 pupils are also encouraged to attend Open Days in the summer term
- Year 12 pupils attend local higher education fairs in Birmingham to reach an even wider range of university and apprenticeship providers.

- Pupils in Year 11 and 12 are also encouraged to take part in NCS, which includes a university taster experience.
- Year 9 pupils and parents are given up-to-date information as part of their Pathways Programme when selecting GCSE options.

#### **Benchmark 8: Personal guidance**

- Every pupil will have had at least one interview with our impartial, independent Careers Advisers by the end of Year 11. Pupils do not just simply have discussions about their chosen pathway during these interviews but can also request application support, mock interviews and CV/personal statement advice.
- Every student will have had at least one appointment with our Careers Adviser in Year 13. Students receive tailored UCAS and Apprenticeship applications support.
- Every pupil and their parents/carer's can book a Careers Interview on request.
- Targeted careers interviews take place for those with the most need and requests from pastoral staff, tutors and teachers are also prioritised.