

# Careers Education, Information and Guidance Programme Overview: Years 7 – 13

## Ormiston Rivers Academy



Ormiston Rivers Academy is committed to providing students with high quality, independent advice and guidance in careers, further and higher education and future life choices. These events are linked to the eight Gatsby Benchmarks.

|   |  |   | Autumn Term  |   |   |  |
|---|--|---|--|---|---|--|
| YEAR 7  | YEAR 8   | YEAR 9  | YEAR 10  | YEAR 11   | Year 12-13  | ALL  |
| <ul style="list-style-type: none"> <li>• Careers Hub Assembly</li> <li>• Aspirations Survey at the start of the year</li> <li>• Barclays Life Skills Activities in PSHE lessons and Mentor programme</li> </ul> | <ul style="list-style-type: none"> <li>• Careers Hub Assembly</li> <li>• Aspirations Survey</li> <li>• Barclays Life Skills Activities in PSHE lessons and Mentor programme</li> </ul> | <ul style="list-style-type: none"> <li>• Parents Evening Careers Advisor present</li> <li>• Careers activity day</li> <li>• Careers Hub Assembly</li> <li>• Aspirations Survey</li> </ul> | <ul style="list-style-type: none"> <li>• Year 10 Raising Aspirations Assembly</li> <li>• Parents' Evening</li> <li>• Careers Hub Assembly</li> <li>• Aspirations Survey</li> <li>• Work Experience Health &amp; Safety Assembly</li> </ul> | <ul style="list-style-type: none"> <li>• Mentor Group Discussions and Careers Programme</li> <li>• 1-1 careers appointments with Careers Adviser, with personalised planning sheet</li> <li>• Parents' Evening</li> <li>• Future intentions Assembly</li> <li>• JCP Interview Assembly</li> <li>• AIM Apprenticeship Speaker Assembly</li> <li>• Careers Hub Assembly</li> <li>• A Level Alumni Workshop</li> <li>• Aspirations Survey</li> <li>• Sixth Form Open Evening</li> <li>• Attend local colleges open evenings</li> </ul> | <ul style="list-style-type: none"> <li>• UCAS workshop</li> <li>• CV and Application Workshop</li> <li>• Student Finance Assembly</li> <li>• AIM Apprenticeship Speaker Assembly</li> <li>• Careers Hub Assembly</li> <li>• Work Experience Health &amp; Safety Assembly</li> <li>• Parents Evenings – careers advisor present</li> </ul> | <ul style="list-style-type: none"> <li>• Displays</li> <li>• Careers Hub</li> <li>• Afterschool &amp; Lunchtime drop-ins</li> <li>• Email correspondence</li> <li>• Access to computers and literature in the careers office</li> <li>• Careers related information promoted on socials</li> </ul> <p><b>Awards</b></p> <ul style="list-style-type: none"> <li>• Quality in Careers Standard Award</li> </ul> <p><b>Projects</b></p> <ul style="list-style-type: none"> <li>• FCO to start Careers Leader L6 award</li> </ul> <p><b>Gatsby Benchmarks:</b><br/>1,2,3,4,5,6,7,8</p> |

|   |  |   | Spring Term  |   |  |   |
|---|--|---|--|---|--|---|
| YEAR 7  | YEAR 8   | YEAR 9  | YEAR 10  | YEAR 11   | YEAR 12/13   | ALL   |
| <ul style="list-style-type: none"> <li>• Careers Advice available at Parents evening</li> <li>• Barclays Life Skills Activities in PSHE lessons and Mentor programme</li> </ul> | <ul style="list-style-type: none"> <li>• Parents' Evening.</li> <li>• Options Q &amp; A drop-in for Parents and Pupils</li> <li>• Options/ Careers Assembly</li> <li>• Options Lunch time drop-in</li> <li>• PSHE Lessons</li> </ul> | <ul style="list-style-type: none"> <li>• Options Evening</li> <li>• Option Choices Lunchtime drop-ins</li> <li>• Options Assembly</li> <li>• LAC/PP 1-1 Careers</li> <li>• PSHE Lessons</li> <li>• Careers Fair (March)</li> <li>• National Apprenticeship and Careers week ( Feb / March)</li> </ul> | <ul style="list-style-type: none"> <li>• Work Experience Assembly</li> <li>• Future Options Assembly</li> <li>• Careers Fair (March)</li> <li>• National Apprenticeship and Careers week ( Feb / March)</li> </ul> | <ul style="list-style-type: none"> <li>• Year 11 Missing Destinations Careers Appointments (NEET Potentials)</li> <li>• JCP CV and application form workshops</li> <li>• College Application Lunchtime drop-ins.</li> <li>• National Citizenship Service Presentation/ Assembly</li> <li>• Mock Interview Day</li> <li>• Careers Fair (March)</li> <li>• National Apprenticeship and Careers week (Feb / March)</li> <li>• Employer Visits</li> </ul> | <ul style="list-style-type: none"> <li>• Apprenticeship Roadshow Visit</li> <li>• NCS guidance Assembly</li> <li>• Personal Statement Workshop</li> <li>• University / UCAS Fair trip</li> <li>• University Summer school applications</li> <li>• Careers Fair (March)</li> <li>• National Apprenticeship and Careers week (Feb / March)</li> <li>• Gap Year Assembly</li> </ul> | <ul style="list-style-type: none"> <li>• Displays</li> <li>• Careers Hub</li> <li>• Afterschool &amp; Lunchtime drop-ins</li> <li>• Email correspondence</li> <li>• Access to computers and literature in the careers office</li> <li>• Careers related information promoted on socials</li> </ul> <p><b><u>Awards</u></b></p> <ul style="list-style-type: none"> <li>• Quality in Careers Standard Award</li> </ul> <p><b><u>Projects</u></b></p> <ul style="list-style-type: none"> <li>• FCO to start Careers Leader L6 award</li> </ul> <p><b><u>Gatsby Benchmarks:</u></b><br/>1,2,3,4,5,6,7,8</p> |

|  |  |  | Summer Term  |  |  |  |
|--|--|--|--|--|--|--|
| YEAR 7   | YEAR 8   | YEAR 9   | YEAR 10  | YEAR 11  | YEAR 12 /13  | ALL  |
| <p>PSHE and Mentor programme to include careers related activities, Barclays Life Skills. Careers Pilot, Icanbea,</p>  | <ul style="list-style-type: none"> <li>Alumni Assembly</li> <li>University Outreach Taster Days ( subject based) Oxford / Cambridge</li> <li>PSHE Lessons to include careers related activities, Barclays Life Skills. Career Pilot, Icanbea.</li> <li>University Taster Day at Essex University / Anglia Ruskin</li> </ul>  | <ul style="list-style-type: none"> <li>Apprenticeship Assembly</li> <li>HE Assembly</li> <li>Armed Forces Activity &amp; Presentation</li> <li>Work Shadowing / World of Work week (1 or 2 days)</li> <li>University Taster Days</li> </ul>  | <ul style="list-style-type: none"> <li>LAC / PP 1-1 Careers Appointments</li> <li>Armed Forces Presentation</li> <li>Work Experience (1 week)</li> <li>PSHE Lessons</li> <li>Army Residential Week</li> <li>University Taster days</li> <li>AIM Apprenticeships Assembly</li> <li>Summer school at Warwick University</li> <li>Employer Visits</li> </ul>  |  | <ul style="list-style-type: none"> <li>Mock Interview Day for Year 12</li> <li>Year 12 Work Experience (July)</li> <li>University Taster Days</li> <li>1-1 Careers interview with Louise Brazier (on request)</li> </ul>   | <ul style="list-style-type: none"> <li>Displays</li> <li>Careers Hub</li> <li>Afterschool &amp; Lunchtime drop-ins</li> <li>Email correspondence</li> <li>Access to computers and literature in the careers office</li> <li>Careers related information promoted on socials</li> </ul> <p><b>Awards</b></p> <ul style="list-style-type: none"> <li>Quality in Careers Standard Award</li> </ul> <p><b>Projects</b></p> <ul style="list-style-type: none"> <li>FCO to start Careers Leader L6 award</li> </ul> <p><b>Gatsby Benchmarks:</b><br/>1,2,3,4,5,6,7,8</p> |
|  |  |  | All Year Round Activities  |  |  |  |
| YEAR 7   | YEAR 8   | YEAR 9   | YEAR 10  | YEAR 11  |  | ALL  |
| <ul style="list-style-type: none"> <li>1-1 guidance appointments – Year Team/ Parent/ carer / Teacher referrals.</li> <li>Mentor time careers/ option choices questions on a postcard activity.</li> <li>Masterclasses – hour sessions throughout the year from Make Happen</li> </ul> | <ul style="list-style-type: none"> <li>Subject based visits/ activities universities/ businesses/ Armed Forces.</li> <li>1-1 guidance appointments – Year Team/ Parent/ carer / Teacher referrals.</li> <li>Mentor time careers/ option choices questions on a postcard activity.</li> <li>Masterclasses – hour sessions throughout the year from Make Happen</li> </ul> | <ul style="list-style-type: none"> <li>Subject based visits/ activities universities/ businesses/ Armed Forces.</li> <li>1-1 guidance appointments – Year Team/ Parent/ carer / Teacher referrals.</li> <li>Mentor time careers/ option choices questions on a postcard activity.</li> <li>STEM Girls events(AMO)</li> <li>Masterclasses – hour sessions throughout the year from Make Happen</li> </ul> | <ul style="list-style-type: none"> <li>1-1 guidance appointments – Year Team/ Parent/ carer / Teacher referrals.</li> <li>Subject based visits/ activities universities/ businesses/ Armed Forces.</li> <li>Mentor time careers/ option choices questions on a postcard activity.</li> <li>STEM Events(AMO)</li> <li>Masterclasses – hour sessions throughout the year from Make Happen</li> </ul> | <ul style="list-style-type: none"> <li>1-1 guidance appointments – Year Team/ Parent/ carer / Teacher referrals.</li> <li>Subject based visits/ activities universities/ businesses/ Armed Forces.</li> <li>Mentor time careers/ option choices questions on a postcard activity.</li> <li>Careers Lunchtime drop-ins with Louise</li> <li>Masterclasses – from Make Happen</li> </ul> | <ul style="list-style-type: none"> <li>Mentor time Careers Programme</li> <li>Careers Lunchtime drop-ins with Louise</li> <li>Masterclasses – hour sessions throughout the year from Make Happen</li> <li>Subject based visits/ activities universities/ businesses/ Armed Forces</li> </ul> | <ul style="list-style-type: none"> <li>Displays</li> <li>Careers Hub</li> <li>Afterschool &amp; Lunchtime drop-ins</li> <li>Email correspondence</li> <li>Access to computers and literature in the careers office</li> <li>Careers related information promoted on socials</li> </ul> <p><b>Awards</b></p> <ul style="list-style-type: none"> <li>Quality in Careers Standard Award</li> </ul> <p><b>Projects</b></p> <ul style="list-style-type: none"> <li>FCO to start Careers Leader L6 award</li> </ul> <p><b>Gatsby Benchmarks:</b><br/>1,2,3,4,5,6,7,8</p> |

## Validation and Evaluation of our CEIAG programme

Our careers programme is evaluated, analysed and reviewed annually, using a variety of methods.

- Staff observations / Learning Walks
- One to one careers guidance interviews with Louise Brazier from Directions
- Group discussions (mentor time and student voice)
- Staff and student feedback and questionnaires
- External Provider feedback
- Parent questionnaires
- Year 11 intended destination questionnaire and review
- Annual CEIAG report
- Destination Data / NEET figures

This data provides us with information to prove the quality and effectiveness of our provision and identify any improvements that need to be made.

| 1   | 2  | 3   | 4  |
|---|--|---|--|
| A STABLE CAREERS PROGRAMME  | LEARNING FROM CAREER AND LABOUR MARKET INFORMATION   | ADDRESSING THE NEEDS OF EACH PUPIL  | LINKING CURRICULUM LEARNING TO CAREERS   |
| Every school and college should have an embedded programme of career education and guidance that is known and understood by pupils, parents, teachers and employers.  | Every pupil, and their parents should have access to good-quality information about future study options and labour market opportunities. They will need the support of an informed advisor to make best use of available information. | Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout. | All teachers should link curriculum learning with careers. For example, STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.   |
| 5   | 6  | 7   | 8  |
| ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES   | EXPERIENCES OF WORKPLACES  | ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION  | PERSONAL GUIDANCE  |
| Every pupil should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise activities. | Every pupil should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities and expand their networks.                                | All pupils should understand the full range of learning opportunities that are available to them, This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.                         | Every pupil should have opportunities for guidance interviews with a careers advisor who could be internal (a member of the school staff), or external, providing they are trained to an appropriate level. They should be available whenever significant study of career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs. |