



## **All Saints' Academy Careers Education, Information, Advice and Guidance (CEIAG) Programme**

Our Careers Education, Information, advice and guidance is a vital part of our Academy vision:

**“Where every member of our extended family realises their God-given potential, inspired by John 10:10. Jesus said,**

**‘I have come so you may have life in all its fullness.’”**

We are committed to ensuring that all students know and understand the world of work, the skills required, and the qualifications needed so that they can make informed choices about their career pathways. We support and nurture our students through their chosen career pathway providing unbiased Career's advice. We enable those that wish to apply to university to do so and progress into higher education.

### **The All Saints' Academy Careers Program aims to:**

- Ensure that students are employable with appropriate qualifications to meet their chosen career pathways.
- Ensure students understand the range of options at post-16 and post-18 transition stages.
- Ensure students feel supported to make appropriate choices at the transition from KS3 to KS4.
- To challenge stereotyping, promote equality and inclusion.
- To raise achievement by increasing aspiration and motivation.

### **Student entitlement:**

All of our students are encouraged to take an active role in their CEIAG education. Our aim is to provide support and guidance for students so that they can make their own choices about their chosen career pathways.

Students can expect:

To be able to identify your own strengths and weaknesses and set targets for improvement.

To become more aware of the world of work and the skills you will need to do well in your future life and career.

To be informed where to find and how to use the school's wide range of careers resources.

To be able to research careers choices using both hard copy and web-based resources.

To understand that your choice of subjects and courses for key stage 4 and the results you get will affect your future career options.

To know who is there to help you in the academy and how they can help you plan for your future, in particular, in Year 8 when choosing what subject options to study in Years 9, 10,11 and beyond.

To be informed where to find and how to use the academies wide range of careers resources.

To be aware of the local labour market and a variety of professions.

To have the opportunity to meet with local business people, training providers, volunteer organisations and university students/past ASA students currently at university and elsewhere.

To ensure understanding of RPA and be aware of the options available to you once you have completed Year 11, to enable you to make an informed choice about what you do next.

To participate in A level taster sessions and if applicable, a college meeting/visit and, apprenticeship presentation to explore future learning options, and inform your future decisions and career pathways.

To be informed about the financial help you can get to help you stay in education.

To experience having an interview. You will be shown how to prepare a Curriculum Vitae (CV) and practise answering possible interview questions as part of the preparation for your interview.

To be informed about the financial help you can get to help you stay in education, such as the 16-19 Bursary fund, Student Grants, Loans, other Bursaries and Scholarships.

To individually discuss post-16 option choices, aiming to help you select your best options. Your course choices will be confirmed at meeting with a senior member of staff on GCSE results day.

To explore possibilities and establish suitable progression route(s). This will happen both formally, through timetabled lessons, dedicated careers events, like the Higher Education Convention, Partnership Apprenticeship event, and Oxbridge preparation programme supported by our UCAS Co-ordinator.

To be encouraged and assisted to attend events such as conferences and taster days, to participate in projects and challenges and to organise relevant work experience/volunteering opportunities in order to help you identify and develop personal skills and qualities, assist in your decision making, and fulfil any specific entry requirements of your chosen degree course (e., medical, primary teaching)

### **Careers events:**

There are CEIAG events that take place throughout the Academic Year and several different Year groups are involved in each event.

Careers Festival – presentations from local employers and higher education setting about a range of different careers options.

National Careers Week

UCAS – parents information evening.

Parents can also attend any Careers meeting that has been requested by a student.

### **Parental involvement:**

Information is available to Parents and Carers on our website, and we also write home to signpost specific events and to inform them of resources that may be useful for our students. We also hold a UCAS Parents' information evening and Sixth form Information evening for Year 11 students.



## **Delivery of careers program Year-by-Year**

### **Year 7 – What is a career?**

Students learn to:

Understand the skills, attributes and talents that they have.

The wide range of skills, attributes and talents needed for different jobs.

Understand range of jobs and careers available.

Delivered through PSHE stand alone sessions throughout the year. These will be delivered in Term 6 due to restrictions on teaching time during the current pandemic.

### **Year 8 – Which way now?**

Students learn to:

Make informed choices about their options subjects that they will pick at the end of Year 8.

Identify the information that they need to make choices about their options.

Understand the qualification system and how their decisions now may impact on future decisions that they make.

### **Year 9 – The world of work.**

Students learn to:

Understand gender stereotypes relating to different jobs, equal opportunities legislation and the link between pay scales and education.

How to access local and regional job market information and to be able to interpret this information.

The different types of employment available and the legislation about age and hours allowed to work.

Understand the potential hazards in a workplace.

### **Year 10 – Getting the right job.**

Students learn to:

Understand the structure of a CV and how to create one.

Write a covering letter.

Present themselves in a suitable manner for interview, answer common interview questions and offer feedback to others.

### **Year 11 – Post-16 education**

Students learn to:

Understand the options available locally for post-16 education.

The different types of qualification available.

How to apply for different pathways of post-16 education, training.

### **Year 12 – What does the future hold for me?**

Students learn to:

Research the options available to them post-18.

Understand how to apply for university through the UCAS application process.

Further investigate the local and national job market to determine what careers they may wish to consider.

### **Year 13 – finalising my plans**

Students are:

-supported to complete plans for post-18 education, training, employment.

- given information on Student loans, accommodation, grants/bursaries.

- to support those that change their minds about their chosen path to find an alternative.

**Referrals:**

Students can self-refer to Mrs Cain (Careers Lead) using the email address: [careers@asachelt.org](mailto:careers@asachelt.org). An appointment will be set up with Mrs Cain to discuss Career options and ensure that students understand the information given to them.

**Career's information:**

Information on different careers, the local job market, different higher education providers and apprenticeships can be found in the Gateway Learning Hub (GLH), the Year 12 Study room and also on our website.

**Our partnerships:**

We work in partnership with a number of different agencies to deliver high-quality and relevant CEIAG. These are: GFirstLEP, MyBigCareer, TalentTap and GROWS.

**GFirstLEP** is a local enterprise project that aims to support CEIAG delivery by forging links with Businesses in Gloucestershire with Schools and Academies in the local area. We have an Education Adviser that supports us and uses their business contacts to allow our students to gain the most from their Careers education.

**MyBigCareer** is an organisation that aim to support social mobility for disadvantaged students throughout the UK. They offer insight days to allows students to gain experience of different jobs sectors, workshops and support for university and higher education applications.

**TalentTap** is an organisation that works with disadvantaged students aiming to provide useful and meaningful work experiences. It provides access to work experience placements in companies that students may not otherwise have access to. Students working with TalentTap are supported through a work experience program that includes residential two-week placement, ongoing work experience and support in applying for higher education.

**GROWS** is a group of locally based Universities and higher education providers that work with disadvantaged students to raise participation in higher education. They provide in-school support in the form of informative workshops and tutorials, but also provide on-site visits to universities and higher education providers.