



# Netherhall School Careers Plan

THE CAREERS &  
ENTERPRISE  
COMPANY

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## Introduction

*“Young people face an increasingly complex labour market, growing competition for entry level positions and changing demands from employers”.*

**Mann, A. and Huddleston, P. (2017)**

Careers guidance has become increasingly important with such large changes to both local and national labour markets, along with an ever changing economic and political position within the UK and internationally.

There is now an increasing breadth and depth of content at both GCSE and A-Level for students. This paired with the introduction of new qualifications and education routes post-16 means that quality careers guidance is vital to ensure that students choose suitable routes to achieve their aspirations. As a school, we have the responsibility to ensure that students are prepared with both the academic results and the employability skills to help them succeed as they enter the labour market.

At Netherhall School, careers guidance begins from Year 7 and takes place throughout each of the key stages until students leave at the end of Key Stage 4 or 5, and particularly through the crucial points of options during Years 8 and 11. We have a statutory duty to provide independent and impartial advice to students, including the opportunities available at other educational establishments. As a school, we make sure that students and parents are aware of the importance of their decisions and how they can affect career choices.

This plan is based on the DfE document “Careers Guidance and Inspiration in Schools” dated March 2015. The main outcomes of the plan is to achieve the eight recommendations of the Gatsby report “Good Career Guidance” dated 2014.

## Roles and Responsibilities

To ensure a cohesive and comprehensive approach to CEIAG, it is important that everyone involved in the process is aware of their roles and responsibilities:

### **Headteacher**

- Select a designated Careers Lead within school who has suitable qualifications and experience within the role to lead CEIAG development.
- Ensure that the agreed resources and time are available for CEIAG purposes.
- Support the Careers Lead in reviewing current practices and implementing new developments.

### **Board of Governors**

- Be aware of new legislation relating to careers provision, particularly the Gatsby Benchmarks.
- Support the Careers Lead in reviewing current practices and implementing new developments.
- Support in finding and building relationships with external businesses and employers.
- Familiarise with the school Careers Plan and development priorities and ensure that it is presented in an impartial manner.
- Ensure school provides impartial guidance which includes a range of education and training options and promotes the best interests of the pupils to whom it is given

### **Careers Lead**

- Ensure that Netherhall School adheres to and exceeds national statutory guidelines for CEIAG.
- Continually develop and improve personal knowledge of CEIAG opportunities, changing labour markets and upcoming legislation.
- Oversee and ensure there is an accurate record of CEIAG opportunities and the students' involvement.
- Keep teaching staff and tutors up to date with relevant labour market information.
- Liaise with external agencies (including Inspira and the Careers and Enterprise Adviser) who may be able to provide career support within school to staff or students.
- Complete the annual Careers Plan and ensure that it is published on the school website.
- Organise and promote CEIAG events within school as well as external opportunities.
- Liaise with school staff and students about upcoming CEIAG events.

### **Careers Assistant**

- Assist the Careers Lead in their responsibilities/duties.
- Liaise and communicate arrangements with visiting employers and workshops.
- Maintain the student career experiences database.
- Research and evaluate new sources of careers information e.g. bulletins, labour market information, software.
- Assist the Careers Lead in the organisation and evaluation of careers events in school
- Analyse student and employer feedback from careers events

### **SLT**

- Support the Careers Lead within their own areas of responsibility.
- Ensure the Careers Leader is prepared for OFSTED inspections.
- Review progress and achievements against the Careers Plan on an annual basis.

### **Head of Sixth Form**

- Ensure all Y12 students have a preferred route for post-18 and have made the necessary applications to enter their chosen pathways.
- Support the careers leader to deliver CEIAG activities within the Sixth Form.
- Support the students with their individual career action plans, paying particular attention to those in the NEET risk group.
- Organise, monitor and review the work experience programme for Y12 and liaise with the Careers Lead with any issues.

### **Head of Year**

- Disseminate information from the Careers Lead to tutors.
- Include CEIAG information within assemblies where applicable and relevant.
- Year 11 – identify students at risk of NEETs and liaise with Careers Lead and other professionals to address any concerns.
- Ensure students are aware of the CEIAG events within their year group and the importance of being proactively involved in these events.

### **Teachers, form tutors and support staff**

- Ensure they are familiar with the School Career Plan and our development priorities.
- Review medium- and long-term plans to find suitable links to current jobs and career pathways.
- Feedback specific student needs (or opportunities) to the Careers Lead.
- Identify suitable resources or highlight online material that students could access to gain more insight into careers relating to one's subject.
- Use the JED resource to provide up to date information to students about possible roles, labour market changes, salaries, etc.

**Parents**

- Support school to ensure that students are proactively involved in CEIAG events within school.
- Use the 'Useful Links' section with your child to explore possible career pathways and educational routes.
- Accompany your child to information events ran by Netherhall School and other educational establishments to help them make informed decisions over their post 16 and post 18 opportunities.

**Students**

- Use the careers information and resources provided by staff to independently research careers of interest.
- Participate proactively in the CEIAG events available.
- Be self-motivated to research career pathways and educational opportunities locally, nationally and internationally.

## Compass Tool

The Careers and Enterprise Company provide a compass tool in order to assess and evaluate the schools' current careers practices and procedures.

The Compass Tool asks several questions relating to each of the Gatsby Benchmarks and provides a percentage score of achievement against each of the benchmarks. We, as a school are then able to see our areas for development.

Our progress in achieving these benchmarks can be seen below:

<b>Gatsby Benchmark</b>	<b>% schools fully achieving this Benchmark nationally (as at Sept 2022)</b>	<b>July 2020</b>	<b>July 2021</b>	<b>July 2022</b>
1. A stable careers programme	43%	94%	100%	100%
2. Learning from career and labour market information	66%	100%	100%	100%
3. Addressing the needs of each pupil	38%	90%	90%	100%
4. Linking curriculum learning to careers	60%	81%	100%	100%
5. Encounters with employers and employees	56%	100%	100%	100%
6. Experiences of workplaces	36%	50%	87%	100%
7. Encounters with further and higher education	33%	91%	87%	100%
8. Personal guidance	65%	100%	100%	100%

## Development Priorities

From the results of the Compass Tool assessment, our main priorities in each of the Gatsby Benchmarks for the 2018-19 academic year will be:

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

Gain feedback from parents and teaching staff about current career guidance practices:

- Parents – parental questionnaires for key events and points of the options process etc
- Staff - an annual review at the end of each academic year.

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

Further embed careers within the curriculum, particularly the opportunity for extended projects and development of employability skills:

- Careers Lead – training for teaching staff of what the employability skills look like and how these can be developed within school and lessons.
  - inclusion of achievement points for each employability skill.
  - source opportunities for links with employers for projects within subject areas.
- Staff – use workforce links and Unifrog information within lessons on a regular basis to provide meaningful links to careers.
  - identify areas of the curriculum which would benefit from employer/careers input.
  - ensure students know how the employability skills are relevant to and developed in your subject

### **Benchmark 6 – Experiences of workplaces**

Re-implementation of physical work experience for year 10 and year 12 post-Covid:

- Careers Lead – implementation of new Unifrog Placements tool.
- Students – proactively source work placements within their chosen career/higher education sector.

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

Provide a greater range of university and further education encounters for students, especially students in Years 9-12:

- Careers Lead – Use links with local and national providers to organise visit days/sessions to establishments for Year 10 and 11 students to speak with educational providers, armed forces etc.



## Activities and Events

The table below shows the key events that take place each academic year for each year group.

	Y7	Y8	Y9	Y10	Y11	Y12	Y13
Future Fridays	√	√	√	√	√	√	√
WOW Day			√				
1-1 careers guidance appointments					√	√	
Year 9/10 PP careers guidance appointments			√	√			
Careers Week	√	√	√	√		√	
Work experience				√		√	
REACT/I Can Too				√	√		
UCAS event						√	
NCS					√	√	
Duke of Edinburgh			√	√	√	√	√
Rotary Club tech events	√	√	√				
REACT Science Roadshow	√	√					
Dream Placement						√	
Post 16-18 provider assemblies				√	√	√	√
Armed Forces assembly			√	√	√		
CV writing workshop					√	√	
Mock interviews					√	√	
Youth Parliament	√	√	√	√	√	√	√
Options assemblies			√		√		
Options Taster Week			√		√		
Options Mentoring			√		√		
Social Media Savvy workshop		√	√	√			
Army – Forensics workshop			√				
Army – Build a Barracks workshop				√			

Scaffold the World	√						
IDEA Award			√	√	√	√	√
Launchpad (at risk of NEETs)					√	√	√
Elements STEM work experience				√			
Women in Engineering	√	√	√	√	√	√	√
Unifrog	√	√	√	√	√	√	√
Padlet opportunities	√	√	√	√	√	√	√
Assemblies from employers and other educational providers	√	√	√	√	√	√	√
Careers in the curriculum	√	√	√	√	√	√	√
UCAS/Higher apprenticeship application support						√	√
Apprenticeship information workshops					√	√	√
Labour market information (through Future Fridays and curriculum lessons as well as standalone information)	√	√	√	√	√	√	√
PSHE lessons – specific employability skill development, use of Unifrog features	√	√	√	√	√	√	√
Glovebox Challenge	√						
NHS – It takes Guts	√						
UKMT Maths Challenge	√	√	√	√		√	
Extended transition (SEND)					√		
Speakers for Schools (VWex)				√	√	√	√
Myerscough Biology Competition						√	
STEM Club			√				
Lego engineering club	√	√	√	√	√	√	√
The Newsroom	√	√	√	√	√	√	√

## Useful links

General careers information		
General careers information	<a href="https://www.careersandenterprise.co.uk/">https://www.careersandenterprise.co.uk/</a>	Provides information, advice and guidance about CEIAG opportunities
General careers information	<a href="https://nationalcareersservice.direct.gov.uk/">https://nationalcareersservice.direct.gov.uk/</a>	Provides information, advice and guidance to help you make decisions on learning, training and work
General careers information	<a href="http://www.careersbox.co.uk">www.careersbox.co.uk</a>	Free online library of careers related films, news and information
General careers information	<a href="http://www.successatschool.org">www.successatschool.org</a>	Provides information about various careers sectors
General careers information	<a href="http://www.careersbox.co.uk">www.careersbox.co.uk</a>	Free online careers related information and video clips
General careers information	<a href="https://www.careerpilot.org.uk/">https://www.careerpilot.org.uk/</a>	Provides quizzes, job comparisons and information of pathways to reach your career goals
General careers information	<a href="http://www.princes-trust.org.uk">www.princes-trust.org.uk</a>	Information to help young people make informed decisions about careers
Unifrog		
Unifrog	<a href="https://www.unifrog.org/sign-in">https://www.unifrog.org/sign-in</a>	Includes information about 1000's of possible roles, suitability tests, searches for university courses/colleges/sixth form/apprenticeships
Post 16 and Post 18 options		
Post 16 and post 18 options	<a href="http://www.bestcourse4me.com">www.bestcourse4me.com</a>	Provides information and possible career paths you could take depending upon your chosen academic subjects at GCSE and/or A level
Post 18 options	<a href="http://www.notgoingtouni.co.uk">www.notgoingtouni.co.uk</a>	Shows other possible routes post-18, other than university
Sixth form		
Sixth Form information	<a href="https://www.netherhall.cumbria.sch.uk/sixth-form">https://www.netherhall.cumbria.sch.uk/sixth-form</a>	Information of how to apply, course information and more for Netherhall School
College		
College	<a href="https://www.lcwc.ac.uk/">https://www.lcwc.ac.uk/</a>	Information about the courses, facilities and support available at Lakes College, Workington
College	<a href="http://www.carlisle.ac.uk/">http://www.carlisle.ac.uk/</a>	Information about the courses, facilities and support available at Carlisle College
Apprenticeships		
Apprenticeships with Cumbria County Council	<a href="https://www.cumbria.gov.uk/jobsandcareers/apprenticeships/">https://www.cumbria.gov.uk/jobsandcareers/apprenticeships/</a>	Information about available apprenticeships within Cumbria County Council from admin to teaching assistants to civil engineering
Apprenticeships	<a href="http://www.ratemyapprenticeship.co.uk">www.ratemyapprenticeship.co.uk</a>	Shows the experiences and ratings that 1000's of school leavers has given their apprenticeships

Apprenticeships with Sellafield	<a href="http://careers.sellafielddsite.co.uk/">http://careers.sellafielddsite.co.uk/</a>	Provides information about apprenticeships and graduate schemes ran by Sellafield
Apprenticeships with GEN2	<a href="https://www.gen2.ac.uk/index.php/education/all-apprenticeships">https://www.gen2.ac.uk/index.php/education/all-apprenticeships</a>	Information about available apprenticeships within Gen2 including engineering and business admin and more
Apprenticeships with System People	<a href="https://www.system-people.co.uk/for-candidates/how-we-help/apprenticeships/">https://www.system-people.co.uk/for-candidates/how-we-help/apprenticeships/</a>	Information about available apprenticeships within System People including teaching assistants and many more
Apprenticeships with RWP	<a href="https://www.rwp.co.uk/apprenticeships">https://www.rwp.co.uk/apprenticeships</a>	Information about available apprenticeships within RWP including hairdressing, business admin and childcare and many more
<b>University</b>		
UCAS – university applications	<a href="http://www.ucas.co.uk">www.ucas.co.uk</a>	Information about university courses and the application process, student loans etc
University	<a href="http://unistats.direct.gov.uk">http://unistats.direct.gov.uk</a>	The official website for comparing universities.
<b>CV writing, interview skills etc</b>		
CV writing	<a href="http://www.how2become.com/resources/ultimate-guide-to-building-a-cv">www.how2become.com/resources/ultimate-guide-to-building-a-cv</a>	Information about how to write a stand-out CV
CV writing & interviews	<a href="http://www.barclayslifeskills.com">www.barclayslifeskills.com</a>	Provides advice about CV writing, interview techniques and life skills to improve employability
Aptitude tests	<a href="https://www.coa.co.uk/">https://www.coa.co.uk/</a>	Online information, aptitude tests to find suitable careers and labour market news
<b>Information for parents</b>		
Info for parents	<a href="http://www.parentalguidance.org.uk">www.parentalguidance.org.uk</a>	Careers information for parents and carers
Info for parents	<a href="https://www.netherhall.cumbria.sch.uk/careers">https://www.netherhall.cumbria.sch.uk/careers</a>	Careers information for Netherhall School parents and carers
Info for parents	<a href="https://www.hellofuture.ac.uk/who-we-support/parents-carers/">https://www.hellofuture.ac.uk/who-we-support/parents-carers/</a>	Careers information for parents and carers
<b>Specific career sectors</b>		
Careers in NHS	<a href="https://www.stepintothenhs.nhs.uk/">https://www.stepintothenhs.nhs.uk/</a>	Information and resources about thousands of roles in the NHS along with a quiz to find your ideal role
Blue Light	<a href="https://www.bluelinejobs.co.uk/">https://www.bluelinejobs.co.uk/</a>	Up-to-date job postings and news about Blue Light Careers
Careers in NHS	<a href="http://www.healthcareers.nhs.uk">www.healthcareers.nhs.uk</a>	Advice and guidance on careers in the NHS
NHS careers videos	<a href="https://www.ncwtv.co.uk/channels/health-careers/">https://www.ncwtv.co.uk/channels/health-careers/</a>	Video channel from the NHS providing information about the roles available in the organisation
Army	<a href="https://www.ncwtv.co.uk/channels/army/">https://www.ncwtv.co.uk/channels/army/</a>	Video channel from the Army providing information about the roles available in the organisation
Army	<a href="https://www.army.mod.uk/careers/">https://www.army.mod.uk/careers/</a>	Information about the roles and routes into the Army
Careers at Sea	<a href="https://www.ncwtv.co.uk/channels/careers-at-sea/">https://www.ncwtv.co.uk/channels/careers-at-sea/</a>	Video channel about careers at sea including captain, ship crew and port workers and more
Royal Navy	<a href="https://www.royalnavy.mod.uk/careers/role-finder">https://www.royalnavy.mod.uk/careers/role-finder</a>	Information about the roles and routes into the Navy
STEM & engineering	<a href="https://www.ncwtv.co.uk/channels/stem/">https://www.ncwtv.co.uk/channels/stem/</a>	Video channel about STEM subjects, particularly engineering

**Other**

Volunteering	<a href="http://www.volunteering.org.uk">www.volunteering.org.uk</a>	Information about volunteering in different sectors and placements available
Labour market information	<a href="http://www.cumbrialep.co.uk">http://www.cumbrialep.co.uk</a>	Provides information about the current labour markets.
Webinars	<a href="https://www.unifrog.org/student/webinars">https://www.unifrog.org/student/webinars</a>	Live and pre-recorded webinars explaining universities, skills and subjects of interest

## Monitoring and Evaluation

- Evaluation has a crucial role to play to ensure that pupil's needs are met and in determining the extent to which the School Career Plan is meeting its declared aims and outcomes.
- Evaluation of the School Career Plan is an on-going and cyclical process. Aspects of the CEIAG work within school are reviewed more regularly to inform future planning. The school evaluates its CEIAG processes against the Gatsby Benchmarks.
- Evaluation also includes the views of employers, training providers, governors, pupils and parents.
- The CEIAG provision is reviewed annually with the Senior Leadership Team.
- The Compass Tool will be used quarterly to assess current practices and amend Netherhall School's development priorities.