

Bridge School Malvern



Careers Policy

Approved by Education Sub Committee	Date 13/03/2021
Next review due by	March 2022
Last reviewed by staff	October 2020
Next staff review due:	October 2021

Aims and objectives

Careers guidance is an essential part of Bridge School Malvern’s curriculum. The Bridge careers programme aims to:

- encourage students to be ambitious, broaden their horizons and explore their own career aspirations throughout their life at school
- ensure students’ readiness to take their next step in their learning or career.

The objectives for the careers programme are as follows:

- helping students to understand the changing world of work
- facilitating meaningful encounters with employers for all students
- supporting positive transitions post-16 and post-18
- enabling students to develop the research skills to find out about opportunities
- helping students to develop the skills, attitudes and qualities to make a successful transition into the world of work
- encouraging participation in continued learning, including further and higher education and apprenticeships
- supporting inclusion, challenging stereotyping and promoting equality of opportunity
- contributing to strategies for raising achievement, particularly by increasing motivation.

Student entitlement

All students are entitled to be fully involved in an effective careers programme. Students are encouraged to take an active role in their own career development, so the careers programme emphasises student participation with a focus on self-development; learning about careers and the world of work; and developing career management and employability skills.

During their time at school, all students can expect:

- the support they need to make the right choices for Key Stage 4/GCSE, after Y11 and after Y13
- access up-to-date and unbiased information on future learning and training, careers and labour market information
- support to develop the self-awareness and career management skills needed for their future
- 1-2-1 career mentoring in year 11, covering options after school, the world of work, the job market and the skills needed for the future
- a meaningful encounter with a representative from the world of work; this could be through work experience, GMB assemblies at Hanley, careers talks (in or outside lessons), projects and visits
- to investigate a range of education and training providers, including colleges, and apprenticeship organisations; this could include visits and taster days, as well as assemblies, talks and meetings at school
- the opportunity to relate what they learn in lessons to their life and career beyond school
- the school to keep parents/carers informed of their progress and provide parents/carers with information to support students' career planning and decision-making. Parents/carers can attend careers meetings, by prior arrangement.

Parental involvement

Young people do not make career decisions in isolation and parents/carers can have a substantial impact, as well as a clear interest in the right outcomes for their young person. The school is keen to foster parental involvement in the careers programme, wherever possible.

Events for parents and carers

Parents/carers are invited into school to discuss their son/daughter's career aspirations. Individual meetings can be arranged between parents/carers and the careers coach to discuss students' career aspirations and progress relating to next steps, career ideas and career planning, as well as academic progress.

Parents/carers will be kept up to date with career-related events and activities affecting their son/daughter via letters home, emails and the school website.

With the student's agreement, a copy of the action plan from one-to-one careers meetings will be sent home.

Parents/carers are welcome to attend careers meetings, by prior arrangement and, in some cases, will be asked to attend. They are also welcome to make contact with the Careers Coach at school, should they have any questions or concerns.

Careers Education

Years 7, 8 & 9

Young people will work towards entry level Skills for Working Life (City & Guilds) qualifications. They will develop a range of employability skills through working in practical vocational areas (eg construction, catering, animal care, horticulture). Personal development skills such as personal conduct, resilience, communication skills and relationships will be taught via the Social Skills curriculum.

Year 10

Lessons will include topics such as what work is, how salaries relate to different jobs, stereotyping around jobs, how to find out about jobs, the skills needed for work, jobs of the future, the geography of jobs.

Young people will work towards level one Employability Skills (City & Guilds) if appropriate, or continue developing their Skills for Working Life portfolio. Employability Skills units may include managing personal finance, team working, interview skills and job searching. There will also be opportunities to find out about further education and apprenticeships.

Year 11

Careers education in year 11 will continue with the year 10 programme but, as appropriate, include work experience, visits to further education college open days and mock interviews. Travel training may also be available as required.

By the end of Year 11, all students will have had the opportunity to:

- Develop their self-awareness and career management skills, including writing a CV
- Experience a work placement or visit a local employer
- Attend open days at a sixth form or college setting
- Be introduced to the different Post-16 pathways.

Years 12 & Year 13 at the Bridge school in Hanley

Students who elect to continue at the Bridge school in Hanley, will continue to develop their Skills for Working Life or Employability Skills portfolios and will continue to develop their social confidence, emotional resilience and their independent living skills.

Year 12 at the Bridge Business Centre in Barnard's Green

Students in year 12 at the Bridge Business Centre (BBC) will work alongside a specific business lead in a real work setting. There will be a choice between online retail, catering and manufacturing. Students will continue to work towards a range of Skills for Working Life or Employability Skills units. Students will work 1-2-1 or in very small groups to explore career prospects and prepare for work experience placements with local employers.

Year 13 at the Bridge Business Centre in Barnard's Green

Students in year 13 at the BBC will experience a number of work experience placements in the local community. They will continue to be supported by BBC Careers Coaches and supported through the process of searching and applying for jobs and FE courses.