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| **Annual Careers Programme 2021-22** |

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| **Autumn Term** | **GB1** | **GB2** | **GB3** | **GB4** | **GB5** | **GB6** | **GB7** | **GB8** | **Notes** |
| **Target Group** | **Activity** | **Evidence** |  |  |  |  |  |  |  |  |  |
| All years and Parents | Parent Information Evening |  | X | X |  |  |  |  |  |  | Promote website and twitter account. |
| Year 11 and Parents | Parents Evening |  | X | X |  |  |  |  |  | X |  |
| Years 9-11 and Parents | Publish Open Events timetable |  | X | X |  |  |  |  | X |  | Put onto twitter and web page and Parentmail Years 9-11 |
| Leavers | Destination gathering and report |  |  | X | X |  |  |  |  |  | Inc separate MA, SEND and PP report.Forward to staff and governors. |
| Destinations Post 16 | Gather data from Leavers 1 year + |  |  | X | X |  |  |  |  |  |  |
| All years | Project – Establish a suitable platform for recording career related interventions |  |  |  | X |  |  |  |  |  | Ongoing – look at new Start in Sept 2021 |
| Year 11 | One to One Guidance interviewsAlso offer self and staff referral |  |  |  |  |  |  |  |  | X | 6 per day. 30 minute int/vPrioritise – SEND, PP, Disadvantaged  |
| Year 11 | Post 16 Provisions assemblies, lunch time drop-ins, PDT talksPupils to complete a Post 16 interests form and providers invited in to match.  |  |  | X | X | X | X | X | X |  | Runshaw/KGV/Southport College/ Cardinal Newman/Winstanley College ++West Lancs – Medical SchoolLiv Uni – Maths School  |
| Year 11 | Transport to Cardinal Newman, Winstanley and Runshaw College Open Day/Evening |  |  |  | X |  |  |  | X |  | Offered to disadvantaged and SEND pupils |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Year 10 | PDT talks |  |  | X | X | X | X |  | X |  | A Level, Vocational and Career based talks.Inc – KGV/Southport College/ Medicine at EDHU, Univ of Liverpool, 6th forms |
| Year 10 | Maths Industry Day – Psychometric Testing |  |  | X | X | X | X | X |  |  | Try and get a computer room |
| Year 9 | Completion of the Career interest form |  | X | X |  |  |  |  |  |  |  |
| Year 9 | Attendance at taster events. Ongoing  |  |  |  | X | X | X |  | X |  | Focus – Southport College and KGVHorizons – Runshaw CollegeEmployer/Career/College/Uni as and when available.  |
| Year 9 | Project – Recruit and train 6 Year 9 pupils to act as Pupil Career Leads |  | X |  | X |  |  |  |  |  | Ongoing – halted due to Covid restrictions  |
| Year 8 | Edge Hill University – Edge into Action Social Enterprise Project |  |  |  | X |  |  |  | X |  | Provisional – cancelled last year TBC |
| Year 8 | Edge Hill University – Aspire to HE  |  |  |  | X |  |  |  | X |  | Select 30 PP pupils TBCCancelled last yearTina to fund transport |

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| **Spring Term** | **GB1** | **GB2** | **GB3** | **GB4** | **GB5** | **GB6** | **GB7** | **GB8** | **Notes** |
| **Target Group** | **Activity** | **Evidence** |  |  |  |  |  |  |  |  |  |
| Year 7  | Day to Work ProgrammeAssembly –January and February, follow-up PDT sessionsParentmail/Letter Home to Parents |  | X |  | X |  |  | X |  |  | Deadline for returned forms – Feb half-termDate TBC – prov last day of term. Cancelled last 2 years. Try again |
| Year 7 | Introduction to Careers |  |  | X | X | X |  |  | X |  | Run via PSHE lessons |
| Year 8 | Careers and OptionsOptions assembly, Options taster day/week, Options Parents Evening 4 PSHE lessons :Lesson 1- Introduction to careers and options, set homeworkLesson 2-Research and start to prepare individual career presentationLesson 3 and 4 – Individual Career Presentations  |  |  | X | X | X |  |  | X |  | CEC project to look at a suitable programme to use. Currently Start Profile. Follow up capacity and changes to Compass+ to accommodate this.Set task on Firefly  |
| Year 8 | One to One Guidance Interviews15 minute interviews to look at career ideas and option choices. |  |  |  |  |  |  |  |  | X |  |
| Year 8 | Oxbridge Options sessions |  |  |  | X | X |  |  | X |  | Offer to host sessions again and invite other local schools.More Able lead to select pupils |
| Year 9 | Attendance at taster days, as Autumn term |  |  |  | X | X | X |  | X |  | Offer in addition:Childcare at Cardinal NewmanMyerscough CollegeLIPA – Pop HistoryScarisbrick Hall School – Oxbridge sessions. |
| Year 11 | One to One Guidance interviews - ongoing |  |  |  |  |  |  |  |  | X |  |
| Year 11 | Follow-up/Checking Interviews |  |  |  |  |  |  |  |  | X |  |
| Year 11 | Prepare September Guarantee |  |  |  | X |  |  |  |  |  | Work with LA – Sarah Vaughan to establish cohort list and gaps.Liaise with Shirley McWilliam regarding Alt Ed pupils and intended destinations. Poss join visits.  |
| Year 11 | Assemblies – NCS, Apprenticeship |  |  |  | X | X | X |  |  |  |  |
| Year 11 | College Interviews – plan and manage in school interviews for Runshaw College, KGV College, Southport College and Winstanley College. |  |  |  |  |  |  |  | X |  | Book rooms |
| Year 11 | Attend Apprenticeship Fair at Southport College |  |  |  |  |  | X |  |  |  | Select from Intended Destination list |
| Year 10 and 11 | KGV and Southport College Masterclass twilight sessionsAssembly, Parentmail and follow up weekly |  |  |  | X | X | X |  |  |  | Pupil Careers Leaders to help  |
| Year 10 | College sampling/taster day assemblies |  |  |  | X |  | X |  |  |  |  |
| Year 11,10,9 and 8 | Parents Evening |  |  |  |  |  | X |  |  | X | Invite colleges and sixth forms |

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| **Summer Term** | **GB1** | **GB2** | **GB3** | **GB4** | **GB5** | **GB6** | **GB7** | **GB8** | **Notes** |
| **Target Group** | **Activity** | **Evidence** |  |  |  |  |  |  |  |  |  |
| Year 7 | Collect workbooks, evaluate and report back on the Day to Work  |  |  | X |  |  | X | X |  |  | Offer prize for the best two workbooks and promoteon social media.  |
| Year 10 | Taster Days:Runshaw College, KGV College, Southport College, Cardinal Newman College, Winstanley College.Specialist options dependent on interest : Merchant Taylors, West Lancs Medical School, Univ of Liverpool Maths School, LIPA, Hugh Baird  |  |  |  | X |  |  |  | X |  | Send out and manage consent forms, arrange transport, staffing and timetables |
| Year 10 | One to One Guidance interviews |  |  |  |  |  |  |  |  | X | Targeted interviews – SEND, Disadvantaged, Staff referrals  |
| Year 11 | Mock Interviews |  |  |  | X |  | X |  |  |  | Provisional – Speak to new Social Liaison at Southport College for support. |
| Year 11 | NEET – At risk register |  |  |  | X |  |  |  |  |  | Submit and motiror pupils who are at risk of disengaging. Fortnightly congtact with LA. |
| All school | Promote National Careers Week |  |  | X |  |  |  |  |  |  | Lessons to include links to careers. Email all staff week before Feb half-term |

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| **Ongoing/Discreet** | **GB1** | **GB2** | **GB3** | **GB4** | **GB5** | **GB6** | **GB7** | **GB8** | **Notes** |
| **Target Group** | **Activity** | **Evidence** |  |  |  |  |  |  |  |  |  |
| Parents | Regularly update Careers twitter account, careers section of the webpage, including LLMI and directly via Parentmail.Manage Career Ambassador requestsGatsby Parental Engagement Project Jan – July 2021- Working with parentsParental audit, undertake set activities, feedback and review |  | X | X | X |  | X |  |  |  | Twitter – dailyPolicy updated 6/2021LLMI monthlyArrange delivery within a half-termProject information available Dec 2020.  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| Employers | Liaise with Enterprise Ambassador EFT for support with Enrichment activities and running a career talk and taster session.Monitor opportunities through all formats, inc twitter and direct contacts for VWEX , pupil opportunities, career videos and curriculum linkage. |  |  |  |  | X | X |  |  |  | Apprenticeship talk with Molly, ex pupil Run and advertise as available |
| Teachers | Audit of curriculum links Promote National Careers WeekHighlight ad hoc opportunities – National Theatre, University offers, BBC Bitesize, Creative Careers…  |  | X |  | X | X | X |  | X |  |  |
| Governors | Update Policy – June 2022Provide regular updates including destination report |  | X |  |  |  |  |  |  |  |  |
| IT | Manage:Compass + TwitterSchool web page – Careers section |  |  |  |  |  |  |  |  |  | Compass + training – July 2020 to look at potential.Review programmes for use – Morrisby, Start, Compass+. Look for funding |

Proposals for up and coming year:

Link with local schools to look at offering a local offer focussing on large events around national Careers Week and national Apprenticeship week.

Set up a link for careers within each curriculum area.

Look at making more enrichment days career/work related within curriculum areas.