

Careers Policy

2023-24



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KAA Mission Statement

INTREPIDUS

(adj.)

Definitions: Undaunted, fearless, bold

KAA has at its core the pursuit of the very highest standards in education, both inside the classroom and beyond it. We believe all children can exceed their expectations, no matter what their prior attainment and experiences. At our school no child will be labelled; we will treat them all as intelligent and individual. Through our ethos, our extended curriculum and our entrepreneurial approach we will develop students into confident, rounded individuals, equipped for anything that life throws at them. Our motto – INTREPIDUS – will help us to realise our ambition.

As KAA staff we aim to:

- Create a culture of high aspirations, high motivation and high achievement for all
 - Build a strong community based on fairness and personal responsibility
 - Welcome, value and respect all who come in the school
- Be reflective and committed to our ongoing development as teachers and leaders, in our continuous strive for excellence
 - Promote positive dialogue and partnership with our community

Our four core values are:



We know that they will guide our work to create an outstanding academy which can transform the lives of our students.

Context

Careers Guidance and Access for Education Providers

The revised Statutory Guidance for schools (September 2022) requires Governing Bodies to ensure that all registered pupils at the school are provided with independent careers guidance from Year 7 to Year 13. Careers Guidance must be presented in an impartial manner and promote the best interests of the pupils to whom it is given and include information on the range of education and training options, including apprenticeships and technical education routes.

This policy considers a number of key policies and the above statutory guidance, including:

- The Gatsby Benchmarks of Good Careers guidance (see below).
- Ofsted / Education Inspection Framework (updated July 2021)
- The Career Development Institute Framework for Employability and Enterprise Education (April 2021)
- Provider Access Legislation (January 2023)

The Eight Gatsby Benchmarks of Good Career Guidance

1. A stable careers programme.
2. Learning from career and labour market information.
3. Addressing the needs of each pupil.
4. Linking curriculum learning to careers.
5. Encounters with employers and employees.
6. Experiences of workplaces.
7. Encounters with further and higher education.
8. Personal guidance.

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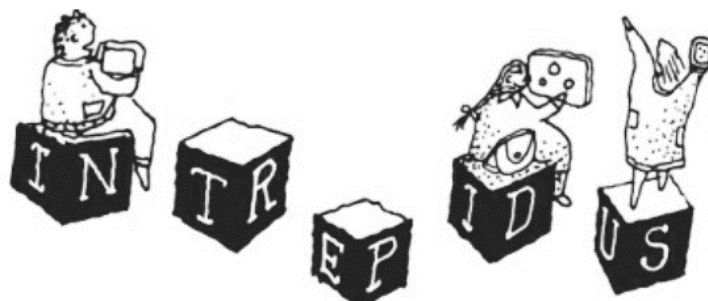
SECTION 2: KEY STAGE 3

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Introduction

KAA's Careers Vision



Our students will be empowered by knowledge, skills and experiences...

to find their own voices...

to confidently navigate a changing careers landscape...

*...and to be **intrepid**.*

Excellence • Creativity • Resilience • Citizenship

Aims

The Careers Programme at KAA aims to:

- Educate and empower students to feel confident in their understanding of careers, skills and future pathways.
- GB (2, 4, 5, 6, 7, 8)
- Raise the visibility of careers education and progression pathways among teaching staff and develop careers engagement with parents and the local community.
- (GB 2, 4)
- Ensure that KAA's careers programme addresses the needs and aspirations of every student, regardless of background or specific needs.
- (GB 3)
- Fulfil the Provider Access Legislation (Jan 2023) by giving students meaningful interactions with post-16, apprenticeships and technical education providers.

Model

In order to do this, we have designed a Careers Journey that provides each year group with a Careers priority:

Year 7: Introduction to Careers

Year 8: Build awareness and raise aspirations

Year 9: Make well-informed decisions (GCSE)

Year 10: Explore future options

Year 11: Take ownership of your future (PI6)

Year 12: Be proactive, be ambitious

Year 13: Decide your future

Key Stage 3

Year 7: Introduction to Careers

In year 7, students will develop an awareness of different elements of careers education at key milestones throughout the year

Students will have at least one encounter with an employer and reflect on what they took away from this encounter.

Year 8: Build awareness and raise student aspiration

By the end of year 8, students will be able to identify their strengths, interests and express their future aspirations.

During year 8, students will take part in a series of careers-focused form-time sessions. These sessions aim to develop students' self-awareness, understanding of progression pathways, and build future ambitions.

Year 9: Make well-informed decisions about GCSE choices

By the end of year 9, all students will have made informed decisions about their GCSE options. Students will understand that different subjects allow for different pathways to be taken and that skills are transferable between subjects.

As part of KAAs GCSE Options process, students will:

- Attend GCSE Options Assemblies led by different subjects
- Take part in GCSE Options reflection form times to help consider which options are best for each student and which career pathways are made available by different GCSE choices
- Attend a GCSE Options evening with parents/carers

KS3 Careers Festival

KAAs KS3 Careers Festival aims to build excitement and engagement around Careers in KS3; broaden students' horizons of career pathways; and fulfil the PAL in a meaningful way.

In years 8 and 9, students will take part in a KS3 Careers Festival, which involves:

- Careers-related Morning Reading
- English and Maths Careers lessons
- Form time reflection - skills and strengths
- A talk delivered by a post-16 provider, to fulfil the Provider Access Legislation requirements for years 8 and 9

Key Stage 4

Year 10: Explore future options

By the end of year 10, all students will have created a CV and taken part in a work experience placement. Students will be able to present themselves confidently in a formal situation. All students will have started to identify the post-16 options available to them.

Work Experience

- Work Experience Drop Down Day
 - During the drop-down day, students will learn about why work experience is important
 - Students will start to write a CV and think about where they plan to find work experience placement
- Students are supported by form tutors, DoLs and the Careers Coordinator to find a suitable placement
- All students are expected to have confirmed a work experience placement by the February half-term
- Students will complete work experience during KAAs designated work experience week in July

Thinking Ahead

- Students will start to think ahead to their post-16 options during form time sessions
- Students considered to be at risk of becoming NEET will receive their first post-16 meeting at the end of year 10
- Students will reflect on the relevance of work experience to their progression and future career pathways

Year 11: Take ownership of your future

At KAA, students receive a thorough programme of support with regard to making their post-16 choices. By the end of year 11, all students will have chosen post-16 options appropriate to their abilities and ambitions.

- Post-16 Drop Down Day
 - All year 11 students will take part in a drop-down day that informs students about their post-16 options and supports them with starting to make decisions
- Post-16 Provider Fair
 - All year 11 students will attend a post-16 provider fair, during which they can speak to local sixth-forms and colleges about the courses on offer
- Post-16 Form Times
 - Students will receive information about upcoming open days and deadlines
 - Form tutors will track the progress of students in their post-16 applications
- Students at risk of NEET
 - Students identified as being at risk of NEET will receive ongoing support with their applications throughout the year, and intervention where needed.

- Students with EHCPs will receive support with applications and transition from the HLTA (Level 2) for Preparing for Adulthood
- On-going support and meetings with the Careers Lead
 - Students will be able to access support through the Careers Lead

Destinations Data and Alumni Consent

Over the course of year 11, we will collect the destination data of students, including their applications, interviews and offers of study for post-16 education or training.

- We will also ask for consent from students to contact them after results day about their post-16 destinations. This enables us to:
 - Collect accurate information on student destinations,
 - Offer further support for students not in education,
 - Identify any students at risk of being NEET, and report this information to the Local Authority for further intervention.

For further information on why we collect destination data and what we do with this data, please see the **Year 11 Destination Data Procedure**.

Key Stage 5

Year 12: Be proactive, be ambitious

During year 12, students are encouraged to be proactive in making the most of the opportunities presented to them. At different points in the year, students will consider the range of options available to them at post-18, and start to make informed decisions about their progression route.

- Lecture Series
 - KAAs Sixth Form lecture series exposes students to speakers from a range of sectors and backgrounds
 - Students receive talks from Apprenticeship providers
- University and Colleges Fair
- Post-18 Options Information Form Time
- Careers Bulletin
 - Students receive a 6th form specific careers bulletin on a weekly basis that advertises upcoming opportunities, University access schemes and Work Experience

Year 13: Decide your future

By the end of year 13, students will be confident in the choices they have made around post-18 progression, and understand how to write a university or job application. KAA Sixth Form offers rigorous support for University and Apprenticeship applications:

- Sixth Form Lecture Series
- Apprenticeship application workshops
- UCAS support from an experienced sixth-form team
- Careers guidance

Destinations Data and Alumni Consent

During year 13 we will ask for consent from students to contact them after results day about their post-18 destinations, and to keep in touch about alumni events.

For further information on why we collect destination data and what we do with this data, please see the **Year 13 Destination Data Procedure**.