



KGA CAREERS VISION AND STRATEGY

Challenge - Aspire - Network

Students CAN:

- **Challenge** and be challenged to develop employability skills, courage and confidence through our integrated careers programme.
- **Aspire** to a bright future that is well-informed and transcends barriers by accessing up-to-date LMI, career-planning tools and advice and well-developed career plans.
- Increase and utilise their **network** effectively by meeting a diverse range of employers and education providers and discerning the range of pathways on offer from this.

GATSBY BENCHMARK ASSESSMENT

No.	Benchmark	July 2024	Comment
1	A stable careers programme	100%	
2	Learning from career and labour market information	100%	
3	Addressing the needs of each pupil	100%	
4	Linking curriculum learning to careers	100%	
5	Encounters with employers and employees	100%	
6	Experiences of workplaces	100%	
7	Encounters with further and higher education	100%	
8	Personal guidance	100%	

KGA CAREERS FRAMEWORK

Year	Strategy	Aims	Measureable Outcomes
7	CHALLENGE	Students expand their experiences and develop their skills through school and extra-curricular activities.	<ul style="list-style-type: none"> Students completed Skills Builder modules every Friday in Week A during tutor time. Students update their Record of Achievements on the last Wednesday of each term during tutor time, reflecting on their achievements and future goals.
	ASPIRE	Students describe themselves, their strengths and preferences recognising where their interests lie and what future opportunities and pathways sounds appealing, regardless of their background.	<ul style="list-style-type: none"> Students attend a KS3 Assembly¹, highlighting the importance of ‘doing stuff’, aspiring high, gaining skills and understanding the future pathways that are available whilst also hearing from student ambassadors and understanding what sixth form is all about. (GB2) Students attend 3 PSHE Careers Lessons where they are introduced to Careerpilot as the careers tool they will use over the next 5 – 7 years, learning about Jobs of the Future and Green Jobs and understanding how it can support their future career planning. Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. Students prepare for the Careers Fair during 3 consecutive Tutor Times², using the Careers Fair booklet to research the organisations and prepare questions for the employers
	NETWORK	Students find out about different kinds of organisations and careers/jobs, meet role models and understand why people might move jobs and careers many times throughout their working life.	<ul style="list-style-type: none"> Students attend the KGA Annual Careers Fair and speak to numerous employers and education providers and gain an insight into their business and opportunities available Students are encouraged to attend at least 2 Careers Assemblies/Careers Insights, (one of choice and one to widen their awareness) and have the opportunity to ask questions and listen to the employer’s experiences. Students take part in a mini interview where they practice talking positively about themselves to someone they have not met before to increase their confidence in networking and to enable them to hear about others’ career paths
Monitoring and Evaluation: <ol style="list-style-type: none"> Careers Leader will review careers activity attendance registers on a two-termly basis to check that an overwhelming majority (76-99%) are receiving their entitlement. Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression. Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development. 			

¹ To take place in Term 1 or 2 during a Year Group Assembly slot

² To take place early in Term 1 before the week leading up to the Careers Fair



Year	Strategy	Aims	Measureable Outcomes
8	CHALLENGE	Students recognise the employability skills and where they are used in the work place, aiming to develop these, particularly in the areas they find most challenging.	<ul style="list-style-type: none"> Students attend 3 PSHE Careers Lessons where they use Careerpivot to focus on their own skills and skills required for jobs, learning how to speak positively about themselves and choosing the key ones they would like to develop. Students completed Skills Builder modules every Friday in Week A during tutor time. Students update their Record of Achievements on the last Wednesday of each term during tutor time, reflecting on their achievements and future goals.
	ASPIRE	Students develop their career planning and decision-making by discovering a range of careers linked to the subjects they study and through understanding how careers and lifestyles go together.	<ul style="list-style-type: none"> Students complete a Challenge Day, developing their essential skills, during PSHE Day 1, learning to make career planning decisions in a business scenario. Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. Students prepare for the Careers Fair during 3 consecutive Tutor Times³, using the Careers Fair booklet to research the organisations and prepare questions for the employers Selected students attend STEM Events to inspire and challenge them to consider continuing with these subjects.
	NETWORK	Students continue to meet role models and identify their personal networks, understand different organisational networks and become aware of labour market information and how it can be useful.	<ul style="list-style-type: none"> Students attend the KGA Annual Careers Fair and speak to numerous employers and education providers and gain an insight into their business and opportunities available Students are encouraged to attend at least 2 Careers Assemblies/Careers Insights, (one of choice and one to widen their awareness), and have the opportunity to ask questions and listen to the employer's experiences. Students take part in Career Detectives where they build on their networking skills, meeting industry professionals and using their communication skills to discover what jobs they do and what future opportunities are available

Monitoring and Evaluation:

- Careers Leader will review careers activity attendance registers on a two-termly basis to check that an overwhelming majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.
- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.

³ To take place early in Term 1 before the week leading up to the Careers Fair



Year	Strategy	Aims	Measureable Outcomes
9	CHALLENGE	Students can identify and systematically explore the options available to them giving them the courage and confidence to make informed GCSE choices that will stretch and challenge them.	<ul style="list-style-type: none"> Students attend a motivating KS3 Assembly⁴ that explains the KS4 options, the pathways that are available and where these could lead to. It also focuses on the importance of role models and how to tackle stereotyping and discrimination in the workplace. Students partake in 3 PSHE Careers Lessons⁵ using Careerpivot to focus on what their options are, how to research different qualifications and what qualifications different jobs may need. Students completed Skills Builder modules every Friday in Week A during tutor time. Students and parents/carers have an opportunity to meet with the Careers Team at Options and Parents Evenings Students and parents/carers are invited to attend ALT Careers Webinars to understand GCSE options
	ASPIRE	Students understand the link between hard work, achievements and the future and how to stand up to stereotyping and discrimination in the work place.	<ul style="list-style-type: none"> Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. Students prepare for the Careers Fair during 3 consecutive Tutor Times⁶, using the Careers Fair booklet to research the organisations and prepare questions for the employers
	NETWORK	Students can prepare and present themselves appropriately whilst being positive, flexible and well-prepared for transition points and change.	<ul style="list-style-type: none"> Students attend the KGA Annual Careers Fair and speak to numerous employers and education providers and gain an insight into their business and opportunities available Selected students attend Mentoring Programmes with local business mentors to increase their professional network and build their confidence, self-determination and employability skills. Students are encouraged to attend at least 2 Careers Assemblies/Career Insights, (one of choice and one to widen their awareness) and have the opportunity to ask questions and listen to the employer's experiences. Students attend a Work Experience Day in school, where they meet employees from an organisation and complete tasks and a project for them.

Monitoring and Evaluation:

- Careers Leader will review careers activity attendance registers on a two-termly basis to check that an overwhelming majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.
- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.
- Students will complete a short survey after the university trip to assess the impact on their aspirations

⁴ To take place in Term 1 or 2, ahead of the Careerpivot lessons and well ahead of the options deadline

⁵ To take place in Term 2, ahead of the options deadline

⁶ To take place early in Term 1 before the week leading up to the Careers Fair



Year	Strategy	Aims	Measureable Outcomes
10	CHALLENGE	Students can research the diverse range of post-16 options, being enterprising in the way they learn, work and manage their career including finding a challenging work experience placement (WEX) and reflecting on the benefits of career preparation.	<ul style="list-style-type: none"> Students attend 2 workshops during PSHE Day 1 to support career decision-making and finding a suitable WEX placement. Students attend 3 Tutor Time Sessions⁷ that provide support in finding a work experience placement, recognising the benefits and preparing to go. Students attend a CV Writing Workshop during PSHE Day 1 and are able to formulate their skills and experiences in a positive way, in addition to working on their CVs and covering letters across 2-3 PSHE Careers lessons. Students attend a KS4 Workshop, Sixth Form and College Presentations and an ASK Apprenticeship Assembly during PSHE Day 2 or 3 to clarify the post-16 options available to them. Students attend a Budgeting Workshop ran by a local employer to help them consider their finances and financial decisions they will need to make related to education, training and employment choices. Students and parents/carers are invited to attend ALT Careers Webinars to understand Post 16 and Post 18 options
	ASPIRE	Students manage their wellbeing, progress and achievements through telling their story in a positive way and making the most of the wide range of careers information, advice and guidance.	<ul style="list-style-type: none"> Students finalise their CVs during 2-3 PSHE Careers lessons and prepare for the mock interviews Students prepare for and attend a Mock Interview with an employer, confidently showcasing their skills, experiences and aspirations and graciously receiving constructive feedback during PSHE day 3. Students prepare for the Careers Fair during 3 consecutive Tutor Times⁸, using the Careers Fair booklet to research the organisations and prepare questions for the employers Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. Students attend a University Visit⁹, attending lectures and experiencing life as a university student and the opportunities this opens up
	NETWORK	Students gain an insight into organisational structures and how work and working life is changing whilst developing their skills and personal values alongside business employees.	<ul style="list-style-type: none"> Students carry out a week's Work Experience with an organisation and complete the Barclays Life Skills work experience log book to assess their skills and personal values. Students attend the KGA Annual Careers Fair and speak to numerous employers and education providers and gain an insight into their business and opportunities available Students are encouraged to attend at least 2 Careers Assemblies/Careers Insights, (one of choice and one to widen their awareness) and have the opportunity to ask questions and listen to the employer's experiences.

Monitoring and Evaluation:

- Careers Leader will review careers activity attendance registers on a two-termly basis to check that an overwhelming majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.
- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.

⁷ To take place in Term 1 and 2. This could be done during PSHE lessons if tutor time is unavailable.

⁸ To take place early in Term 1 before the week leading up to the Careers Fair

⁹ This could take place during a PSHE day and involves a trip to a University and a trip to a College & University Centre

4. Students evaluate their progress on Work Experience using their Barclays Life Skills WEX logs and receive employer and teacher feedback

Year	Strategy	Aims	Measureable Outcomes
11	CHALLENGE	Students make informed post-16 pathway decisions and complete their applications, having researched their post-18 preferences thoroughly and also taken financial issues into consideration.	<ul style="list-style-type: none"> Students attend a 121 Personal Guidance Interview¹⁰ and are prioritised again if more support is required. Students attend and ASK Apprenticeship Assembly during off-timetable PSHE Day 1, followed by Sixth form Open Evening to clarify the post-16 options available to them. Students and parents/carers are invited to attend ALT Careers Webinars to understand Post 16 and Post 18 options
	ASPIRE	Students use their career management tools to maintain their wellbeing, motivation, determination and ability to achieve and aim high.	<ul style="list-style-type: none"> Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. Students prepare for the Careers Fair during 3 consecutive Tutor Times¹¹, using the Careers Fair booklet to research the organisations and prepare questions for the employers
	NETWORK	Students network with a more targeted approach, connecting with contacts that will support their progression in their preferred pathway and understanding their responsibilities and strategies to use to improve their chance of success.	<ul style="list-style-type: none"> Students attend the KGA Annual Careers Fair focusing in on the education providers and/or businesses that they are interested in to find out more specific information about the opportunities available and application deadlines. Students are encouraged to attend at least 2 Careers Assemblies/Careers Insights, (one of choice and one to widen their awareness) and have the opportunity to ask questions and listen to the employer's experiences. Students learn about the NCS Programme and how this will enhance their life skill and increase their network

Monitoring and Evaluation:

- Careers Leader will review careers activity attendance registers on a two-termly basis to check that an overwhelming majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.
- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.
- Students complete the Careerpilot Pathway Planner before and after their personal guidance meeting so the impact of the support can be analysed.

¹⁰ Two thirds provided by an external Level 6 Careers Adviser and one third by our Level 6 qualified Careers Leader

¹¹ To take place early in Term 1 before the week leading up to the Careers Fair



Year	Strategy	Aims	Measureable Outcomes
12	CHALLENGE	Students evaluate progression pathways, considering the factors that impact work and working life and utilising labour market information to make informed and aspirational career decisions, ready to begin their application preparation.	<ul style="list-style-type: none"> • Students attend a Pathways Workshop where they complete the Pathway Planner and revisit the career planning tools that can help with their career planning and understanding of labour market information e.g. Careerpilot • Students attend a UCAS and Personal Statement Workshop ran by a university to support high quality applications and also tutorials in terms 5 and 6 • Students attend a CV Writing and Letter of Application Workshop to gain support with updating their CV in Term 1. • Students attend a presentation from creditable companies supporting Gap Year experiences and how to make this a valuable experience that will enhance your employability • Students are offered and can request 121 Personal Guidance Interviews • Students attend a Student Finance and Budgeting workshop which provides a visual guide to the student finance and repayment process, plus impartial advice on budgeting as a university student. • Students and parents/carers are invited to attend ALT Careers Webinars to understand Post 18 options
	ASPIRE	Students are proactive in taking part in careers, employability and enterprise activities and match and hone their skills, interests and values to opportunities and entry requirements they aspire to achieve in learning and work.	<ul style="list-style-type: none"> • Students attend an ASK Apprenticeship Assembly during off-timetable PSHE Day 1 and interested students follow this up with an ASK Apprenticeship Workshop to understand the process and application requirements further. • Students attend a Work Experience Presentation to inspire them to find a challenge placement. • Students attend the National Apprenticeship Show and a University Visit, attending lectures about university life and learning first hand from university student ambassadors • Students are invited to attend an Oxbridge Application Support Workshop to ensure they have the information and support required to make a strong application and attend a mock interview with an employer. • Students carry out a week's Work Experience with an organisation and complete the Barclays Life Skills work experience log book reflecting on how it has honed their skills, interests and aspirations. • Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. • Students prepare for the Careers Fair during 3 consecutive Tutor Times¹², using the Careers Fair booklet to research the organisations and prepare questions for the employers
	NETWORK	Students develop and make the most of their networks of support and show they are proactive and discerning users of impartial face-to-face and digital careers information, advice and guidance.	<ul style="list-style-type: none"> • Students attend a PSHE Day 1 Work Experience lesson empowering them to arrange their own work experience placements. • Students attend the KGA Annual Careers Fair building their contacts in the areas they are interested in and finding out more specific information about the opportunities available and application deadlines. • Students attend the Careers Assemblies/Career Insights they are interested in and have the opportunity to ask questions and listen to the employer's experiences and advice. • Selected students attend a Communication in the Workplace Mentoring programme with support from business mentors and the WIN Year 12 Into HE Workshop Programme

¹² To take place early in Term 1 before the week leading up to the Careers Fair

Monitoring and Evaluation:

- Director of Sixth Form will review careers activity attendance registers on a two-termly basis to check that the majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.
- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.
- Students complete the Careerpilot Pathway Planner before and after their personal guidance meeting so the impact of the support can be analysed.

Year	Strategy	Aims	Measureable Outcomes
13	CHALLENGE	Students make judicious, aspirational choices for their post-18 futures and use their career management experience, employability skills and confidence to make strong applications, tell their story in a positive and ambitious way and also prepare for various scenarios.	<ul style="list-style-type: none"> • Students attend a Pathways Workshop where they complete the Pathway Planner and revisit the career planning tools that can help with their career planning and understanding of labour market information e.g. Careerpilot • Students attend a UCAS and Personal Statement Workshop ran by a university to support high quality applications • Students attend a Results Day Session to understand what to do when they get their results and explore various scenarios. • Students are offered and can request 121 Personal Guidance Interviews • Students and parents/carers are invited to attend ALT Careers Webinars to understand Post 18 options
	ASPIRE	Students complete high quality applications to transition into the next stage of their bright futures, through having fully researched and understood the requirements and opportunities in future learning and work.	<ul style="list-style-type: none"> • Students attend an ASK Apprenticeship Workshop if they are following this pathway or are not applying to university, to understand the process and application requirements further. • Students are encouraged to complete a free Online Course (MOOC/Future Learn) connected to a subject they are passionate about to enhance their applications and experience learning at a higher level. • Students experience careers links within the curriculum, enabling them to connect their subjects with career opportunities and role models. • Students prepare for the Careers Fair during 3 consecutive Tutor Times¹³, using the Careers Fair booklet to research the organisations and prepare questions for the employers
	NETWORK	Students show initiative and enterprise in building and widening their networks, using their contacts to help evaluate progression pathways, financial challenges and return on investment for higher and further education.	<ul style="list-style-type: none"> • Students attend the KGA Annual Careers Fair building their contacts in the areas they are interested in and finding out more specific information about the opportunities available and application deadlines. • Students attend the Careers Assemblies/Career Insights they are interested in, having the opportunity to ask questions and listen to the employer's experiences and advice.

Monitoring and Evaluation:

- Director of Sixth Form will review careers activity attendance registers on a two-termly basis to check that the majority (76-99%) are receiving their entitlement.
- Pupils complete the Future Skills Questionnaire in Term 1 which asks questions related to career knowledge and the essential skills for life and work. This will be compared to the results of the same questionnaire repeated the following year in Term 1 to monitor annual progression.

¹³ To take place early in Term 1 before the week leading up to the Careers Fair

- Employer and student voice will be requested after the careers fair and careers assemblies for the purpose of future improvement and development.
- Students complete the Careerpilot Pathway Planner before and after their personal guidance meeting so the impact of the support can be analysed.