

Careers Plan 2020 - 2021

Careers Team

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Introduction

Penrice Academy is committed to providing our students with a programme of careers, education, information, advice and guidance for all students in years 7 -11, in partnership with external agencies. It endeavours to deliver the Gatsby Benchmarks and other relevant guidance and is working towards the new Quality in Careers Standard Award, which recognises the high quality provision within an institution.

Careers education and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life. A planned progressive programme of activities supports them in choosing 14 – 19 pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives.

Aims

Penrice Academy's Career and Education Policy has the following aims:

- To contribute to strategies for raising achievement, especially increasing motivation
- To support inclusion, challenging stereotyping and promote equality of opportunity
- To encourage participation in continued learning, including further, higher education and apprenticeships
- To encourage employer engagement
- To develop enterprise and employment skills
- To reduce the drop out from course switching in education and training
- To contribute to the economic prosperity of individuals and communities
- To meet the needs of all our students through appropriate differentiation
- To focus students on their future aspirations
- To involve parents/carers

Resources

Funding is allocated to CEIAG and Work Experience on an annual basis. The Vice-Principal is responsible for the effective deployment of resources.

The majority of the resources are now digital based. However, the Academy CORE does include a general section and Further Education and Higher Education Information Section.

Careers Plan

The Careers programme includes careers education sessions, career guidance activities, information and research activities, work-related learning and individual learning activities. Other events and activities are planned and organised throughout the year e.g. Careers Fair, Enterprise Day. Why Would You, Go 4 IT.

Careers education is delivered within tutorial time by the Tutors as directed by the Career Lead at appropriate points throughout the academic year. Individual faculties are responsible for organising and incorporating careers into their curriculum. Each Year Team and Faculty has a link member of staff and is responsible to the Careers Lead.

Year 7 Careers Education Plan

Term	Activity	Detail	Audience
Spring			
January	Tutorial	Changes	
January	Tutorial	What have you achieved?	Whole Year Group
February	Tutorial	Who can help?	Whole Year Group
February	Assembly	Talk from an employee of a company	Whole Year Group
Summer			
March	Tutorial	What influences me?	Whole Year Group
March	Tutorial	Roles that I think are successful	Whole Year Group
April	Tutorial	What are you Like?	Whole Year Group
May	Tutorial	Skills for Life	Whole Year Group
May	Tutorial	How do you learn?	Whole Year Group
May	Tutorial	This is me	Whole Year Group
June	Tutorial	What is work?	Whole Year Group
June	Tutorial	How creative are you?	Whole Year Group
June	Tutorial	Setting targets	Whole Year Group
June	Tutorial	Changes in the World of Work	Whole Year Group
July	Tutorial	Review my learning	Whole Year Group
July	Assemblies	Talk from Alumni	Whole Year Group

July	Tutorial	Look Ahead	Whole Year Group
July	Drop Down Careers Day	Careers Exploration Day	Whole year Group

Year 8 Careers Education Plan

Term	Activity	Detail	Audience
Spring			
January	Tutorial	Choices 16+	Whole Year Group
January	Tutorial	Choices 18+	Whole Year Group
February	Tutorial	Option Choice	Whole year Group
February	Event	Options Evening	All Parents invited
February	Event	Year 8 Intervention Evening	All Parents invited
February	Tutorial	Your beliefs	Whole Year Group
February	Tutorial	Are school and work so different	Whole Year Group
March	Assembly	Employer Assembly	Whole Year Group
March	Tutorial	What do you want from work?	Whole Year Group
March	Tutorial	Can anyone predict the future?	Whole Year Group
March	Tutorial	Being assertive	Whole Year Group
Summer			
April	Tutorial	Who does the job?	Whole Year Group
May	Tutorial	Are you sure that's true?	Whole Year Group
May	Tutorial	Budgeting	Whole Year Group
June	Tutorial	How do you make decisions?	Whole Year Group
June	Tutorial	Writing an Action Plan	Whole Year Group
July	Assembly	Alumni Student Speaker	Whole Year Group
July	Tutorial	Annual Careers Evaluation Review my learning	Whole Year Group
July	Tutorial	Look ahead	Whole Year Group
July	Drop Down Careers Day	Personal Finance and Budgeting – Money Matters	Whole Year Group

Year 9 Careers Education Plan

Term	Activity	Detail	Audience
Autumn			
September	Tutorial	Choices at 16+	Whole Year Group
September	Tutorial	Personal Qualities	Whole Year Group
September	Tutorial	Personal Qualities and Jobs	Whole Year Group
October	Tutorial	Skills	Whole Year Group
October	Tutorial	Skills and Jobs	Whole Year Group
October	Tutorial	Job Sector Search Look at Case Studies	Whole Year Group
October	Tutorial	Skills for Work and Life	Whole Year Group
October	Event	NSSW - Online Assembly presentation "Understanding Higher Education – Facts from Fiction"	Whole Year Group (inc. NSSW cohort)
October	Tutorial	Importance of Learning Post 16	Whole Year Group
November	Event	Penrice Careers Fair – Cancelled due to Covid 19	Whole year Group and Parents invited
November	Tutorial	Personal Statement	Whole Year Group
November	Tutorials	Choices Post 16 – All about Apprenticeships	Whole Year Group
November	Event	Apprenticeships virtual assembly	Whole Year Group
Spring			
January	Tutorial	Working Today	Whole Year Group
January	Tutorial	Using Reliable Information	Whole Year Group
February	Tutorial	Qualifications	Whole Year Group
March	Tutorial	Choices Post 18	Whole Year Group
March	Event	National Careers Week	Whole Year Group
March	Event	Why Would You? Production	Whole Year Group
March	Event	Higher Education Workshops	Whole Year Group
March	Tutorial	Higher Education	Whole Year Group

March	Event	Optional HE Visit to Penryn Campus	Interested students
March	Event	Articulary Event – NSSW Cohort of students	NSSW Cohort students
March	Tutorial	Time Line	Whole Year Group
Summer			
July	Assembly	Alumni Students talking about their experience and pathways	Whole Year Group
June	Tutorial	Destination Information	Whole Year Group
June	Tutorial	Destination Data	Whole Year Group
July	Tutorial	Annual Student Evaluation Review my learning	Whole Year Group
July	Tutorial	Look ahead	Whole Year Group
July	Drop Down Careers Day	Enterprise Day	Whole Year Group

Year 10 Careers Education Plan

Term	Activity	Detail	Audience
Autumn			
September	Tutorials	World of Work	Whole Year Group
September	Assembly	Work Experience Virtual Assembly and Launch	Whole Year Group
October	Tutorials	Work Experience – Introduce Veryan and other related sites	Whole Year Group
October/November	Tutorial	Work Experience Planning – e.g. Letters to employers	Whole Year Group
November	Tutorial	Work and Lifestyle	Whole Year Group
November	Event	Penrice Careers Fair	Whole Year Group and Parents
November	Tutorial	LMI Labour Market Information	Whole Year Group
December	Tutorial	World of Work – Employment Laws	Whole Year Group and Parents invited
Spring			

January	Assembly	Year 11 students talk about their Work Experience	Whole Year Group
January	Tutorial	Work Experience Health and Safety Preparation <ul style="list-style-type: none"> • Work Hazards 	Whole Year Group
January	Tutorial	World of Work – Employment Laws	Whole Year Group and Parents invited
February	Tutorial	Work Experience Health and Safety Preparation <ul style="list-style-type: none"> • Personal Protective Equipment (PPE) 	Whole Year Group
February		Work Experience – Out of County Placement Deadline	
March	Tutorial	Work Experience Health and Safety Preparation <ul style="list-style-type: none"> • Fire Safety 	Whole Year Group
March	Assembly	Employer Speaker	Whole Year Group
March	Tutorial	Work Experience Health and Safety Preparation Staying Safe	Whole Year Group
March	Tutorial	Work Experience Health and Safety Preparation Rights and Responsibilities	Whole Year Group
March	Event	Residential University Experience NSSW Cohort students	NSSW Cohort students
Summer			
April	Event	Higher Education Event – University Visit	Whole Year Group
April/May/June	Tutorial	Work Experience Health and Safety Preparation <ul style="list-style-type: none"> • All Right 	Whole Year Group
May	Assembly	Bodmin Sixth Form Taster Day Assembly	Whole Year Group
May	Assembly	Truro College Taster Day Assembly	Whole Year Group
May	Assembly	Cornwall College Taster Day Assembly	Whole Year Group
June	Event	NSSW MADE	NSSW Cohort of students
June July	Training	High Risk Health and Safety Sessions with employers	Students undertaking High Risk placements
July	Assembly	Alumni Student Speaker	Whole Year Group
July	Visit	Cornwall College Taster Day	Whole Year Group

July	Visit	Truro College Taster Day	Whole Year Group
July	Visit	Bodmin Sixth Form Taster Day	Interested students
July	Tutorial	Annual Careers Student Evaluation	Whole Year Group
July	Drop Down Careers Day	Year 10 Careers Day	Whole Year Group
July	Work Experience	1 Week of Work Experience	Whole Year Group
July	Residential	Residential University Experience NSSW Cohort students	NSSW Cohort students

Year 11 Careers Education Plan

Term	Activity	Detail	Audience
Autumn			
September	Tutorial	Work Experience de - brief	Whole Year Group
September	Tutorial	Key CEIAG dates	Whole Year Group
September	Tutorial	Choices Post 16	Whole Year Group[
September	Assembly	16+ Assembly	Whole Year Group
September	Event	16+ Market Place	Whole Year Group
October November December	Event	Careers 4U Action Planning Sessions – Career 1-2-1's	Whole Year Group
October	Tutorial	Options 16+	Whole Year Group
October	Assembly	Apprenticeship virtual Assembly – Higher and Degree apprenticeships – Options at 18+ NSSW	Whole Year Group
October	Tutorial	Students research Apprenticeships	Whole Year Group
November	Tutorial	Working while at school	Whole Year Group
November	Event	Penrice Careers Fair	Whole Year Group and Parents invited
November And early December	Tutorial	Students and tutors review action plans and Adviser Comments in preparation for December workshop	Whole Year Group
December	4 hour workshop	Options at 16+ - Careerpilot and 16+, college applications	Whole Year Group
Spring			

January February March		Apprenticeship Workshops and 1-2-1 support	Interested students
January	Tutorial	Decisions 16+ Applications	Whole Year Group
January	Virtual Open Events	Bodmin Sixth Form College Cornwall College Truro and Callywith College	Whole Year Group invited
January	Assembly	National Citizenship Service	Whole Year Group
January	Tutorial	Update CV	Whole Year Group
February	Tutorial	Interview Technique	Whole Year Group
Summer			
May	Tutorial	Annual Careers Student Evaluation	Whole Year Group

Partnerships

- Careers South West works with our targeted students in Year 9-11 and provides the Academy with Destination data.
- Careers 4U provide one to one independent, impartial careers guidance to every Year 11 student during the Autumn Term culminating in a Personal Action Plan. It also supports students on Examination Results Day.
- Next Steps South West is an integral part of the CEIAG programme when promoting Higher Education opportunities.
- Cornwall Careers Hub works closely with our Careers Enterprise Co-ordinator, Careers Enterprise Advisers and the Careers Lead to provide training and support.
- Cornwall Education Business Partnership help and support the Work Experience Programme.
- The National Citizenship Service encourage Year 11 students to take part in their programme during the summer of Year 11.
- Local Sixth Forms and Colleges provide support in the form of presentations, advice sessions, Drop including and Taster days.
- Penrice Academy has very good relationships with Local Business and Industry and is keen to build Employer Engagement for example the Careers Fair.

Measuring Impact

Penrice Academy will assess the impact of its careers programmes on students by completing an annual student survey and analysing destinations data in line with activities that they have taken part in at school. In addition, the views of students and parents will be surveyed after key events. e.g. the Careers Fair, Year 10 Work Experience Programme.

FE/Training Provider Access

Penrice Academy believes in giving FE, HE and training providers the opportunity to talk to pupils at the school. Please use the following link to see its Provider Access Policy.

Policy

The full Careers Education Policy can be found using the following link:

Useful Websites

National Careers Service – a comprehensive careers website with job profiles, outlining: the skills required, main tasks, pay levels and career prospects for hundreds of different jobs. In addition, valuable guidance on the different stages involved in getting a job.

Get in Go Far – a website for anyone wanting to know more about apprenticeships. The website has a search facility for job specific apprenticeships in a particular area.

Careers Pilot – comprehensive information on the jobs market in the south-west. Contains information on the main employment sectors, including the number of people working in that sector and whether the number is projected to increase or fall. In addition, information on job salaries, relevant subject areas, top employers and types of apprenticeships.

Icould – helpful videos about a wide range of job roles

Veryan – this is an extremely useful tool when looking for a Work Experience placement/ It has a range of occupational sectors to select from, within each sector there is a list of companies who have participated in the scheme. From this you are able to access the type of job, contact details etc.

UCAS – a very helpful website for students thinking of applying to higher education. Also contains valuable information on different options, including apprenticeships

Bodmin Sixth Form College – For all information regarding FE Courses , advice sessions, open days etc. www.bodminsixthformcollege.co.uk

Callywith College - For all information regarding FE and HE Courses, advice sessions, open days etc. www.callywith.ac.uk

Cornwall College -- For all information regarding FE and HE Courses, advice sessions, open days etc. www.cornwall.ac.uk

Truro College - For all information regarding FE and HE Courses, advice sessions, open days etc. www.truro-penwith.ac.uk