



KINGSBRIDGE COMMUNITY COLLEGE

Careers Policy

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Contents

1. Aims & Intent.....	3
2. Careers Strategy and Gatsby Benchmarks	3
3. Vulnerable and Disadvantaged Students	5
4. Evaluation	5
Appendix I	6

I. Aims and Intent

- 1.1. Kingsbridge Community College is passionate about enabling all students to explore and develop their personal aspirations with the confidence and self-knowledge required to take steps towards their future goals.
- 1.2. This policy outlines the college's strategic approach to Careers Education as well as outline some of the specific opportunities in place. Our Careers Education however is dynamic and responds to the needs of students each year, there will be many more activities and events that take place as well as those outlined in this policy.
- 1.3. As a Rights Respecting School, our intent is that careers provision encourages engagement from all stake holders to support and value the benefit gained from a comprehensive, sequential Personal Development Programme rooted in both taught and untaught curriculum. Our Careers advice and guidance is inherently underpinned by Article 29 – The goal of education: to develop every child's personality, talents and ability to the full.
- 1.4. To this end, we plot the skills, attitudes and knowledge needed through the theme of 'Discovery'. This idea is particularly relevant for our context as it references the outdoor and ocean loving lifestyle many of our students relate to, as well as placing emphasis on the need for our students, to see beyond this corner of the Westcountry to the world beyond.
- 1.5. From year 7 to 13 and beyond, students' personal development is captured through the following 3 strands:

SELF TO OTHERS *Journeying towards self-awareness and self-knowledge; how we communicate with others*

HERE TO THE WORLD *Understanding the opportunities in our own immediate communities and how these can lead to far-reaching networks and possibilities*

NOW TO THE FUTURE *Negotiating transitions and being equipped to make decisions to support future goals*

2. Careers Strategy and Gatsby Benchmarks

- 2.1. Kingsbridge Community College is fully committed to delivering the Baker Clause as follows:
 - provide opportunities for a range of education and training providers to speak to pupils in Years 8 to 13 to inform them about technical education qualifications and apprenticeships
 - publish a policy statement setting out the arrangements the school has in place for pupils to access education and training providers
 - make sure the policy statement is followed so that all pupils in Years 8 to 13 receive information about the full range of education and training options
- 2.2. This is fulfilled through the two main aims of the Careers Strategy 2017:
 - All young people to understand the full range of opportunities available to them, to learn from employers about work and the skills that are valued in the workplace and to have first-hand experience of the workplace;
 - All young people in secondary school and college to get an excellent programme of advice and guidance that is delivered by individuals with the right skills and experience;
- 2.3. As such, we will strive to achieve all of the requirements of the Eight Gatsby Benchmarks that signify a high-quality Careers Provision.

2.4. A Stable Careers Programme:

2.4.1 Careers Education is embedded through the Discovery programme. In Year 7 discrete lessons are led by tutors (KCC Learner) and in 8 and 11 within PSHE lessons delivered by a specialist team. All Year 10 students have a *Discovery Challenge Week* where they have Careers Education in the form of employability skills delivered by a programme of outside speakers, workshops, mock interviews and a residential. Year 11 students have transition work that prepares them for making decisions about their next steps. This involves input from their tutors, Year Leader and Senior Leaders as well as from local technical education and apprenticeship providers alongside IAG from a careers advisor to allow them to make a well-informed decision. Year 12 and 13 have input through the Friday tutorial periods as well as the enrichment programme, Next Steps day, Work Experience week, Mock interviews and the UCAS Discovery fair. Other activities are detailed below. Parental engagement is sought to measure perceived impact for students.

2.5. Learning from Career & Labour Market Information:

2.5.1. The college draws from the universal destinations platform, Unifrog. This has a vast wealth of career and labour market information and provides students with high quality information about their options at transition points between key stages. Careers Unlimited, our independent careers advisors, utilise career and labour market information when advising students.

2.6. Addressing the Needs of Each Student:

2.6.1. We take a personalised approach Careers education and guidance to meet the needs of all students. Tutors are best placed to build relationships with the students under their care so are required to identify students who may need a guidance appointment from a Careers Advisor. We ensure that all students are able to access all elements of Careers Education (see Appendix 1 – Equality Impact Assessment). The SEND team work closely with Careers Unlimited and Devon County Council to ensure the needs of all SEND students are met. We also focus on providing additional opportunities for inspiration and guidance for disadvantaged students – e.g. enhanced transition trip for Year 11. All students will have a Unifrog profile which will allow for tracking and intervention.

2.7. Linking Curriculum to Careers

2.7.1. All subject areas plan for Careers Learning as part of their 'Curriculum Maps'. Subject Leaders are responsible for ensuring that students are encountering a link between curriculum and careers at least once per cycle. The 'Discovery' theme is evolving to be interwoven through the curriculum. This maybe in a literal sense in STEM /Humanities subjects or metaphorically in the Arts and English. This way our language, attitudes and conceptual framing are linked, relevant and always aspirational.

2.8. Encounters with Employers and Employees (See Appendix 2 for mapping and details.)

- Year 7 – Discovery Week Employer Panel.
- Year 8 – Discovery Week Employer Panel.
- Year 9 – Discovery Week Employer Panel.
- Year 10 – Discovery Week Employer Panel, Discovery Challenge Week.
- Year 11 – Discovery Week Employer Panel, Apprenticeship presentation
- Year 12 – Tutorial speakers, Work Experience week, Enrichment programme, Next Steps day Employer panel, UCAS Fair
- Year 13 – Mock Interviews, Tutorial speakers

2.9. The college are currently in the process of building an alumni database to strengthen the links that can be gained from ex-students and the inspiration that they can provide.

2.10.Experience of Workplaces

2.10.1. Year 12 students complete a week of Work Experience at the end of the academic year that is directed towards future career options. The Sixth Form tutorial programme prepares students in researching and approaching a high-quality placement provider as well as opportunities for reflection on Work Experience and linking it to applications for employment or further education upon leaving the Sixth Form. Those who do not manage to find a Work Experience have access to a virtual work experience database and also a 2-day onsite Leadership and Employability course.

2.11.Encounters with Further and Higher Education:

2.11.1. Identified students in KS3 and KS4 are invited upon Raising Aspiration days to local universities. Year 10 students explore University pathways as part of their Challenge week experience as well as taking part in Next Steps South West workshops. Students in Key Stage 4 are invited to visited Further Education colleges and these providers are then invited to attend our Year 11 Transition afternoon/ Sixth Form Open Evening. 'Discovery Week' involves apprenticeship education for all year groups.

2.11.2. In Key Stage 5, all Year 12 students attend the UCAS Higher Education Convention. The Sixth Form tutorial programme will also include speakers from Further and Higher Education providers as well as information on Apprenticeships. Destination data is gathered and analysed to identify key patterns and trends in order to strengthen provision.

2.12.Personal Guidance:

2.12.1. Kingsbridge Community College work closely with Careers Unlimited who provide students with independent Careers Advice and Guidance. Any student is able to book an appointment through their tutor. Year 11 students will have routine appointments as part of the transition process. Year 12 and Year 13 students are referred by tutors, the Sixth Form team or self referral. DS students are prioritised as well as any students who are identified as at risk of NEET. Careers Unlimited ensure that they are providing a high quality service by asking students to complete evaluation forms. Each careers guidance session results in a personalised document which is shared with parents, students and staff involved with transition support.

3. Vulnerable and Disadvantaged Students

3.1. Through 'The POD and 'The Bridge', we provide an alternative curriculum for those who are unable to access mainstream classes. At KS4 and 5 this can involve a focus on workplace engagement and 'work-skills'. This work is developed at KS5 where we have a Level 2 Pathway enabling regular work experience as a bridge to future employment.

4. Evaluation

4.1. The Careers Programme is evaluated regularly as part of a Report to Governors. Careers is a focus for the College Improvement Plan so an annual strategy is in place to ensure that we continue to strive towards fully meeting the Gatsby Benchmarks. COVID challenged our ability to do this and some benchmarks have suffered. However, our last Compass Evaluation indicated an improvement to all benchmarks.

Statement on Technical & Vocational Training Provider Access

Aims

This policy statement sets out the Kingsbridge Community College’s arrangements for managing the access of providers to pupils at the college for the purposes of giving them information about the provider’s education or training offer. This complies with the college’s legal obligations under Section 42B of the Education Act 1997 and the Technical and Further Education Act 2017.

Student entitlement

Students in Years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

A provider wishing to request access should contact: The PA to Careers Lead
Telephone: 01548852641 ext 2509

Opportunities for access

Kingsbridge Community College welcomes all providers to contact the college so that we can arrange access to students. We are always trying to develop links with external partners and in an ever-changing educational and employment landscape we want students to have the best possible knowledge about future opportunities. Whilst there are formal events (where we invite educational, employment and apprenticeship providers in to the college), we are always willing to facilitate additional sessions, for example by hosting providers in the library at lunchtime and inviting relevant students to attend. Please do get in touch if you would like to discuss access to students.

A number of events, integrated into the college’s careers programme, will offer providers an opportunity to come into college to speak to students and/or their parents:

	Autumn Term	Spring Term	Summer Term
Year 8	Discovery Assembly	Discovery week	
Year 9	Discovery Assembly	Discovery Week Key Stage 4 Course Selection	
Year 10	Discovery Assembly	Discovery Week	Discovery Challenge Week
Year 11	Sixth Form Transition Afternoon/Open Evening	Discovery Week	Transition Trip
Year 12	Enrichment Options; Work experience Launch; Next Steps Day; Employability Course.		

	Autumn Term	Spring Term	Summer Term
Year 13	<p>The Sixth Form curriculum includes a weekly ‘tutorial’ slot where external speakers and providers are able to present to whole year groups or small groups of students. We have local providers who are already annual visitors to our Sixth Form for these sessions and we always welcome new additions to our tutorial programme.</p> <p>Year 13 Mock Interviews</p>		

Please speak to the PA to Careers Lead to identify the most suitable opportunity or to discuss how we can create a new opportunity for access to students.

Safeguarding

Kingsbridge Community College’s Safeguarding Policy sets out the college’s approach to allowing providers into college as visitors to talk to our students. The full Safeguarding Policy is available on the college website and a copy of the relevant sections of the policy is provided to all visitors.

Premises and facilities

The college will make the assembly spaces, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. This will all be discussed and agreed in advance of the visit.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the college Librarian and the Sixth Form Study Supervisor. Years 7-11 have access to careers information in the main college library and Sixth Form students have access to careers information through the Sixth Form Study.