The Romero Catholic Academy
Nurturing the Talent of Tomorrow

Cardinal Wiseman Careers Strategy and Action Plan

Responsible for policy:	**Cardinal Wiseman Local Academy Committee**
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1. Careers Strategy

A Compass for Life

Cardinal Wiseman Catholic School and Sixth Form endeavours to provide its students with a 'Compass for Life', to help our students navigate their path whilst at school and later through their adult life. The concept of the compass is based upon the four school values of Knowledge, Ambition, Respect and Resilience. The fulcrum or centre of the Compass for Life is our Catholic faith. It is our aspiration that this can be a lifelong instrument that enables our students to make sound and sensible decisions for the common good as well as for their own personal benefit. As Catholics we believe that every person should have sufficient access to the goods and resources of society so that they can completely and easily live fulfilling lives. The rights of the individual to personal possessions and community resources must be balanced with the needs of the disadvantaged and dispossessed.

2. Purpose and Aims

Cardinal Wiseman Catholic School and Sixth Form is fully committed to ensuring that all of our students acquire the skills, knowledge and attitudes to manage their learning and career progression.

Cardinal Wiseman Catholic School and Sixth Form has already established a range of effective careers guidance activities which we hope will guide support our students to achieve positive destinations such as A 'levels, Higher Education, Apprenticeships, Technical routes or Employment.

This careers strategy sets out Cardinal Wiseman Catholic School and Sixth Form's key approaches internally and externally to enhance the current careers guidance activities and participation opportunities already available to our students. The aim is to ensure that students are fully prepared for and informed effectively about their next steps and can therefore aspire to achieve their full potential. We want to ensure that our students have both the aptitude and interpersonal skills to effectively communicate and add value within the workplace.

The school will collaborate throughout this strategy with a range of external agencies to help us ensure we will meet all of the mandatory requirements contained within the Department for Education's new careers strategy. These partnerships will include working alongside The Careers and Enterprise Company (CEC), The Coventry and Warwickshire Local Enterprise Partnership (CWLEP), Coventry County Council (WCC), Further Education (FE) and Higher Education (HE) providers and a wide range of local employers. Additionally, independent careers advice and guidance is provided by Prospects Services and their impartial advisors that work with all of your year groups from Year 7 to Year 13.

High quality careers guidance is a crucial part of improving social mobility. Young people make choices based on what they know and what they think is available to them. If our young people are made fully aware of the career pathways and opportunities available to them, they will be more able to make informed choices about which qualifications and career pathways which will enable them to achieve their goals.

The strategy includes measures to further develop and improve the current provision on offer to students and will ensure that Cardinal Wiseman Catholic School and Sixth Form will meet the requirement to meet the eight "Gatsby Benchmarks" set out within the Department for Education's careers strategy by August 2020.

This strategy outlines our whole school approach to delivering careers guidance to all of our students throughout their journey through education. Careers activity will therefore take place across Years 7 through to Year 13 as part of the mandatory requirements set by the Department for Education and contained within the Gatsby Benchmarks.

3. Background Information

The Careers and Enterprise Company was set up in 2015 to transform careers and enterprise provision in schools and colleges across England. The Careers and Enterprise Company had an initial remit to improve employer engagement through the creation of the Enterprise Adviser Network and support schools to increase the delivery of activities which would help them build long lasting employer relationships (Gatsby Benchmarks 5 and 6).

Coventry and Warwickshire Local Enterprise Partnership

CWLEP Coventry & Warwickshire Local Enterprise Partnership

Cardinal Wiseman Catholic School and Sixth Form is an active member of the Coventry Careers Hub and supports the development of Coventry's future workforce through the Coventry and Warwickshire Enterprise Partnership.

4. Careers Strategy

In December 2017 the government's Department for Education launched the latest version of their "Careers Strategy". This new strategy places the Careers and Enterprise Company at the heart of driving forward careers provision for young people. Their enhanced role is to act as a catalyst in the fragmented landscape of careers and enterprise, supporting programmes that work, filling gaps in provision and ensuring coverage across the entire country.

This new strategy adopted the Gatsby Benchmarks, which were originally developed by the Gatsby Foundation in 2014 by the Gatsby Charitable Foundation. These benchmarks were based on international research and helped identify best practice and guidance for education establishments in order for them to deliver high quality careers guidance to young people across England. These benchmarks have also formally been adopted by OFSTED and will now form part of their school inspection process.

The Eight Gatsby Benchmarks of Good Career Guidance are:

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. Experience of workplaces.
7. Encounters with further higher education.
8. Personal guidance.

5. Careers Hubs

Since October 2015 the Gatsby Charitable Foundation, in partnership with the Careers and Enterprise Company, has also been running a Careers Hub pilot in the North East Local Enterprise Partnership area. This Careers Hub pilot was put in place to build on the support provided through the Enterprise Adviser Networks to achieve benchmarks 5 and 6 and support schools / colleges to achieve all eight of the Gatsby Benchmarks.

Following the conclusion of this pilot the Department for Educations Careers Strategy has requested that the Careers and Enterprise Company scale up this model by establishing 20 more Careers Hubs across the country, based on the North East Pilot model.

What is a Careers Hub?

A Careers Hub is a group of between 20 and 40 secondary schools / colleges / SEN Schools located in the same geographical area, working with universities, other education and training providers, employers and career guidance professionals to ensure that ALL the Gatsby Benchmarks are delivered in each school and college within the Hub and that careers outcomes are improved for all young people. Schools and colleges within the Hub should have a shared vision of how they will work together to improve outcomes for the young people in their area.

Coventry and Warwickshire Careers Hub

Coventry and Warwickshire are to become two of 20 Careers Hubs, following an announcement from the Secretary of State. The expansion of the successful hub model follows news last year that careers support is improving across England and is now strongest in disadvantaged areas.

The Coventry and Warwickshire Careers Hubs will give every school and college in the area the opportunity to work together with universities, training providers, employers and career professionals. Each Hub brings together a group of up to 40 schools and colleges to improve careers support for young people in their area, through a relentless focus on best practice.

These are the first Hubs to be established in the area and the Warwickshire Careers Hub will be integrated with Warwickshire County Council's Skills for Employment Programme to provide a co-ordinated and coherent approach to careers activity in the county.

In September, The Careers & Enterprise Company launched the first 20 'Careers Hubs' across England. Schools and colleges in this first wave of Careers Hubs are already outperforming the national average across all aspects of careers.

6. Strategic Careers Leader

As set out within the Department for Educations Careers Strategy Cardinal Wiseman Catholic School and Sixth Form is required to have a designated member of our Senior Leadership Team named as our school's Strategic Careers Lead.

The Strategic Careers Lead will have the responsibility to make sure that we as a school meet our mandatory requirements and work towards achieving all eight of the Gatsby Benchmarks by August 2020.

Colin Beesley has agreed to undertake this role.

Colin Beesley will provide both the Principal and the board of governors with regular updates on our progress and will work closely with the Coventry and Warwickshire LEP delivery team, our assigned Enterprise Adviser, Prospects of Coventry as well as with local employers to ensure we deliver this strategy.

7. Our Careers Team

Colin Beesley will lead our team which will include the following staff members:

- Strategic Careers Lead and SLT Link: Colin Beesley
- Key Stage 5 Careers Lead: Nora Duffy
- Key Stage 4 Careers Lead: Kirsti Greenway
- Key Stage 3 Careers Lead: Chris Alcott
- Independent Careers Adviser: Prospects of Coventry
- Romero Academy Representative: Patrick Taggart

In addition, all staff are supported to contribute to the careers and guidance programme through their roles as tutors and subject teachers.

8. Our Independent Careers Advisors

Prospects work in Coventry and Warwickshire and provide careers information advice and guidance to young people. The work is commissioned by both Coventry City Council and Warwickshire County Council. Prospects are an integral part of our Careers Information and Guidance Programme and meet with every student from Year 7 to Year 13 to deliver impartial advice and guidance on post 16 education choices as well as career pathways including apprenticeships.

Currently we have 2 independent and impartial advisors that meet with students 3 days per week, led by Raj Attwal. Students in Years 7 - 9 meet for one hour for a careers and higher education discussion to determine their needs and areas where they might need further guidance. Students in Years 10 and 11 are given a 1:1 session with an advisor where they are given the opportunity to explore their aspirations in greater depth. Prospects provide a customised programme for our students in Years 12 and 13 in preparation for their imminent decisions on joining apprenticeships or University applications.

https://www.prospects.co.uk/

9. Our Enterprise Advisor

Through the Coventry and Warwickshire LEPs Enterprise Adviser Network Cardinal Wiseman Catholic School and Sixth Form are delighted to have been assigned our own designated enterprise adviser. David Lennox will be in school on a regular basis and will be helping to facilitate network members of a senior management level to visit and meet with students throughout the year. Mr Lennox will also be assisting the school with our careers fair for Year 10 students in 2020.

10. Current Position

Students are currently receiving the following careers related support or participating within the activities listed below during their journey through school:

Key Stages 3 & 4 receive visits from employers during Collective Worship that deliver presentations on areas of work. They also provide advice on skills and abilities that enhance employability. Students will receive guidance in PHSE lessons on topics such as Confidence, Adaptability, Resilience and Aspirations. Students in Key Stage 4 will attend a careers fair which is facilitated by the Coventry and Warwickshire Local Enterprise Partnership. Prospective employers will attend and give advice on apprenticeships and graduate entry programmes for their respective sectors. The careers fair immediately precedes our Work Experience Programme for Year 10 which spans 2 weeks at the end of the Summer Term. All students conduct an evaluation of their placement at its conclusion for their own benefit, detailing what they found useful and what they learned as a result of the placement. The school also benefits from being able to amend and enhance the programme according to its relevance and suitability for students.

11. Our Objectives for 2020/2021

1. A Stable Careers Programme

- To ensure the careers programme is delivered by individuals with the right skills and experience. The school will, wherever possible, use qualified careers professionals to offer advice and guidance to all or the overwhelming majority of students.
- To enable students to have an understanding of the full range of opportunities available to them, the skills that are valued within the workplace and to have first-hand experience of a work environment. (In the light of the ongoing pandemic students may well have virtual experience as opposed to being on site of an employer for work experience).
- To develop and publish a careers programme that will raise the aspirations of all students regardless of academic ability and is tailored to meet their individual needs wherever possible.
- Ensure our Careers Strategy is fully supported by the Senior Leaderships team within schools and is approved by the board of governors.
- To ensure there is a clear focus on the activities which support enterprise, employability skills, workplace experiences and qualifications which employers' value.
- Regularly evaluate our careers strategy to determine the impact of our careers related activity based on the feedback provided to us by students, teachers, employers and, where appropriate, parents.
- To maintain high quality careers provision endorsed by the Careers and Enterprise Company and to review the improvement of our programme by using the Compass evaluation and Tracker tools.

2. Learning from Career and Labour Market Information

- To encourage and increase the use of online careers tools and packages across all year groups. Working with our own careers team, key partners, stakeholders, local and national professional bodies.
- To utilise and then support the development of labour market information to ensure staff and students are informed in their decisions and the advice being given. Work with the Coventry and Warwickshire LEP and the Careers and Enterprise Company to help establish key priority areas which need to be developed.
- To promote the values of labour market information to parents /carers (where appropriate) to access and understand this information. To investigate careers and opportunities in learning, work and apprenticeships and how these meet the local and national priorities.

3. Addressing the Needs of the Pupil

- To develop mechanisms to report, track and monitor compliance in relation to the Careers Strategy objectives.
- To develop accurate tracking systems to ensure students are able to keep track of their own journey, record and access the advice they have received and monitor the agreed actions and next steps.
- Ensure that a programme of activity takes place which raises the aspirations of all students and challenges stereotypical thinking in terms of equality and gender.
- To ensure that students with particular vulnerabilities and those who are at risk are appropriately supported and identified through close working relationships with the full range of educational and support agencies.
- To ensure that careers guidance for learners with special educational needs and disabilities (SEND) is differentiated, where appropriate, and based on high aspirations and a personalised approach. Careers guidance for learners with SEND should be based on the students' own aspirations, abilities and needs.

4. Linking Curriculum Learning to Careers

- To ensure that subject teachers across the whole school support the delivery of careers education and guidance and are able to link the content of curriculum with careers, even in lessons which are not specifically occupation led. Subject specialist staff can be powerful role models to attract students towards their field and the careers that flow from it.
- To integrate national initiatives and project opportunities within the curriculum to enhance that range of careers related activity taking place within school.
- To ensure that careers related activity are built in throughout the school year and not just towards the end of any given topic / subject being delivered.
- Specific focus will initially be placed on linking curriculum to careers in English, Maths, Sciences and PHSE lessons.

5. Encounters with Employers and Employees

(Subject to pandemic limitations)

- To ensure that students receive at least ONE meaningful encounter with an employer during every year they are at school.
- Increase the number of activities which are conducted within school with the support of local employers.
- To ensure that students have the opportunity to improve employability skills and their understanding of and awareness of entrepreneurship.
- To enable learners to gain the confidence to compete in the labour market by providing opportunities to gain the practical know-how and attributes that are relevant to gaining employment.
- Develop marketing materials for employers which will help them easily understand the impact of their involvement, the breadth of options available to them and the ways in which they can show they meet their corporate social responsibility.
- Create mechanisms where parents and alumni can express their interest to actively support employer related activity taking place within the school.
- The school has booked for students to join the broadcast talks by employers at the World Skills UK Live in November 2020.

12. Promotions of career related activities

Cardinal Wiseman Catholic School will encourage the promotion of ALL careers related activity which takes place within the school through the creation of case studies and will share this activity through our school Twitter account and other social media channels.

This careers strategy document along with any case studies documents that are created will be placed on the School's website. These will also be shared with the Coventry and Warwickshire LEP to be used to promote best practice across ALL careers hub member schools.

This promotion will enable us, and our partner organisations, to be able to capture the evidence we are required to provide both OFSTED and the Careers and Enterprise Company and demonstrate that the activity taking place within our school meets the requirements set out within the Department of Education's Careers strategy.

13. Action Plan 2020/2021

- Continue with Colin Beesley from the SLT as Strategic Careers Lead.
- Update the whole school Careers Strategy which is published on the school website especially in the light of the ongoing pandemic and its limitations on travel and visits.
- Continue to raise awareness of the Careers Strategy with key staff within the school to enable them to contribute towards the need to link careers to the curriculum within school.
- Continue to inform parents of the creation of the school's updated careers strategy and inform them of its location on the school website.
- Update the school's effectiveness using the Compass Evaluation Tool and the Tracker tool on a regular basis as per the terms of our agreement in joining the Coventry and Warwickshire Local Enterprise Hub.

14. Timetable of planned careers related activity

Autumn Term 2020

- Distribution of Careers Knowledge booklet to Year 10 and 11.
- Year 9 careers interviews with Prospects independent advisor, starting with disadvantaged.
- Year 11 interviews on a 1.1. basis with Prospects, starting with disadvantaged and identification of potential students at risk of NEET.
- Year 12 and 13 dedicated day with interviews also prioritizing disadvantaged.
- World Skills fair in November at NEC with all of Year 11 students joining broadcast talks during lessons.
- All students participating in interviews to evaluate the experience.
- Planning for virtual careers fair with CWLEP advisor.
- Launch of careers information and guidance lessons with Key Stage 3 students.
- Targeted careers interviews with Year 13 students not intending to attend University
- Dedicated weekly lesson on careers information and guidance for Year 12 students
- Targeted ambition programmes such as those led by Warwick Pathways and the Sutton Trust.
- A range of outside speakers led by alumni of the school on their chosen business sectors that are local employers within the Coventry and Warwickshire areas.

15. Useful links/Resources

- Prospects UK – What we do
- Coventry and Warwickshire Local Enterprise Partnership