

Careers Programme and Calendar, Hollyfield School

Hollyfield Students' Career Entitlement:

- To have access to an up to date careers programme which addresses the aspiration and the needs of all students (GBM1 &3)
- To ensure all students have at least one employer encounter event each year from Year 7-13 (GBM 5 & 6)
- To provide all students with at least one experience of the work place by the end of Key stage 4 (GBM6)
- To study a curriculum which prepares them for future work and lifelong learning (GBM4)
- To have a knowledge of alternative educational pathways, technical and vocational education and apprenticeships from Year 8 (GBM 2 & 5)
- To provide at least one aspirational university visit for students in Key Stages 3 & 4 and two at Key Stage 5 (GBM7)
- To provide all students with access to impartial and independent careers guidance (GBM8)

The programme is linked to Gatsby Benchmarks (GB): <https://www.goodcareerguidance.org.uk/> The eight benchmarks are a framework for good career guidance developed to support schools in providing students with the best possible careers education, information, advice and guidance.

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

	Autumn Term	Spring Term	Summer Term
Year 7	• Induction & Year 7 supporting transition Primary school. • Personal Development and Wellbeing (PDW) Sessions around self-development, skills, and strengths	• Year 7 PDW programme, Dream job poster and introduction to Careers resources • Aspirational Visit to Kingston University • Alumni assembly • Guest speakers talk about his career pathway to dream jobs. • Student competition "My Dream Job"	• Year 7 PDW /Tutor programme • Focused on transferable employability and enterprise skills
Gatsby Benchmark	2&3	2, 3 & 5	2&3
Year 8	• Year 8 PDW programme DT Carousel Gradu8 - careers project: • Careers assembly with Careers Adviser to introduce career challenge careers resources	• Year 8 PDW DT Carousel programme Gradu8 challenges National Apprenticeship Week talk • Richmond upon Thames College • National Careers Week activities • STEM Assembly Talk about different career pathways • Work Place visit • Every two years: VPA alumni event	• Year 8 PDW programme DT Carousel challenges - celebration and employer presentation
Gatsby Benchmark	2 & 3	2, 3 & 5	2& 3

	Autumn Term	Spring Term	Summer Term
Year 9	- Year 9 PSHE curriculum and tutor programme - Assembly on Future Choices to be made in Year 9 tutor time	- National Apprenticeship Week talk on qualifications and apprenticeships (Provider Access Legislation). - Year 9 introduction to Unifrog and Career Learning platform - Year 9 Careers Speed Networking - A wide variety of employers are invited in to talk to the students about future careers choices - Year 9 PSHE curriculum - Year 9 option choices assembly and options information evening, guidance booklet and support - SLT and Careers guidance meetings - National Careers Week - Kingston College Talk on options - Employer/employee talk activities in tutor time and assembly - Every two years: VPA alumni event	Year 9 PSHE curriculum and tutor programme
Gatsby Benchmark	2, 4 & 7	2, 3, 4, 5, 8	2 & 4

	Autumn Term	Spring Term	Summer Term
Year 10	- Year 10 tutor programme - Assembly talks - Careers Fair Including STEM Ambassadors and Apprentices - Introduction GCSE - Jack Petchey Speakout Challenge. - Year 10 Workplace Visits. A programme of visits to different work locations.	- Year 10 PSHE programme - Army Careers and STEM activity Day - National Apprenticeship Week talk - NESCOT Assembly talk regarding a future vocational career and apprenticeship (Provider Access Legislation) - National Careers Week assembly - Year 10 Workplace Visits. A programme of visits to different work locations. - Every two years: VPA alumni event	- Year 10 PSHE programme Year - Unifrog - Careers guidance interviews & extra support for SEN students with an external careers adviser from AfC - Year 10 Careers Day - Year 10 University Visit in July to Sussex University or Royal Holloway University
Gatsby Benchmark	2, 4 & 5	2, 8	2, 3, 4, 5, 6, 7, 8
Year 11	- The Year 11 PDW programme includes post-16 options, personal statement writing, interview skills, apprenticeships, etc. - Kingston College assembly on post-16 options - Careers Fair Including STEM Ambassadors and Apprentices - Year 11 Careers guidance interviews. - Year 11 - Extra support for SEN students with an external careers adviser, Achieving for Children. - Year 11 University Visit and Interview skills practice	- Year 11 Apprenticeship - Way2 Work - Year 11 PSHE programme, - National Apprenticeship Week talk. - Talk by careers adviser on apprenticeship opportunities . - National Careers Week - Stephanie Taylor from Hawk Training talk about her career pathway and the importance of "job readiness" - British Science Week activities - Year 11 Careers guidance interviews - Every two years: VPA alumni event	- ROA – Aspirational guest speaker – employer engagement, - Careers guidance interviews 1211 - Year 11 trip to Oxford (selected students), - Sixth form induction, EXAMS GCSE Results day, careers support
Gatsby Benchmark	2, 3, 4, 6, 7, 8	2, 3, 4, 6, 7, 8	6, 7, 8

	Autumn Term	Spring Term	Summer Term
Year 12	• Uni Visit/Talk during induction • Year 12 Inspirational talk by Rob Owen from Executive Officer Invictus Games • Careers Fair - Including STEM Ambassadors. Higher education and apprenticeships Fair (October) • Assemblies or ad hoc talks with guest speakers, e.g., Uptree CV writing • Work experience launch, Careers guidance interviews, Unifrog. • Speakers for Schools • Weekly Career information sheet on Labour market Information. • Career Interviews	• Assemblies or ad hoc talks with guest speakers • National Apprenticeship Week talk • UCAS Universities and apprenticeships show at Surrey University. • Talk by Kingston College on Vocational routes post 18. HNC HNC Foundation Degrees. • Work experience preparation , Careers guidance interviews, National Careers Week • Careers guidance meetings; Unifrog • Weekly Career information sheet on labour market information.	• Assemblies or ad hoc talks with guest speakers • Mock Interviews, Work experience briefing and placements • UCAS Fair at a University, Unifrog Careers guidance interviews, guest speakers or trips within subjects • Weekly Career information sheet on Labour market Information.
Gatsby Benchmark	2, 3, 4, 5, 6, 7, 8	2, 3, 4, 5, 6, 7, 8	2, 3, 4, 5, 6, 7, 8
Year 13	• Workshops and support – HE and higher apprenticeship applications Unifrog • Careers guidance interviews & extra support for SEN students with a careers adviser from AfC • Weekly Career information sheet on Labour market • Assemblies or ad hoc talks with guest speakers, e.g. Investec Mock interviews for Oxbridge, Med, Dentistry and support with Art applications (Kingston Art School)	• National Careers week) Careers guidance interviews, Guest speakers or trips within subjects, World of Work Roadshow - apprenticeships opportunity • National Apprenticeship Week talk • Weekly Career information sheet on Labour market Information.	• EXAMS A Level/BTEC L3 Results day, careers support from Sixth Form staff
Gatsby Benchmark	2, 3, 4, 5, 6, 7, 8	2, 3, 4, 5, 6, 7, 8	