

## **Summary of Oldbury Wells School Careers Programme 2020-2021**

Careers Education is an integral part of Personal, Social and Health Education and tutor periods. Oldbury Wells School has its own dedicated Careers Adviser; Melanie Lawrence (Post grad dip QCG) Melanie is in school one day per week, usually Wednesdays.

Appointments are available during lesson time and are allocated by our pastoral staff. All appointments take place in a dedicated meeting room next to the Sixth Form office.

We are now working with Sarah Bennett, who is our school Enterprise Adviser. She has a background in project management with higher education. She has previously run her own business. She is volunteering her time to help Oldbury Wells School to help support the development of careers education.

Oldbury Wells School provides careers education and opportunities for all students. As a school we have invested in and use Unifrog (<http://www.unifrog.org>) which is an online careers platform that brings all the available information young people in academic years 7-13 might need to make informed choices about their future. Unifrog also supports young people in submitting the strongest possible applications be that to UCAS, Colleges or Apprenticeships.

### **Careers Programme**

The careers education programme is delivered through PSHE and Tutor Time at Oldbury Wells and it includes:

#### **Year 7**

**Core Aim:** Develop an understanding of careers.

A number of assemblies and presentations, which help students to start thinking about their future including: what qualifications are needed for which careers, the importance of EBacc subjects (English, Maths, Science, Computing, Languages, History and Geography) and thinking about University and Apprenticeships. Students will receive taught sessions on skills and start to record CV building activities. Students in year 7 will have the opportunity to use Unifrog's online resources such as the Interests and Personality Profiles to start the process of thinking about what they would like to do. There will also be a work place visit to a local employer.

#### **Year 8**

**Core Aim:** Understanding success and choosing options.

Students are supported in choosing their option subjects, so they complement any career they might choose to follow in the future. There is a year 8 Options Evening and a number of Options Assemblies, delivered by subject staff. Outside of choosing options the focus will be on developing the students understanding of success and how this is achieved. Students will use on-line Careers resources during this process, Unifrog's Interests and Personality Profiles will be used/updated. Year 8 will have an opportunity to visit a work place as part of the History visit to Big Pit – a major tourist destination in Wales.

**During Yr7 & Yr8:** Students will have the opportunity to partake in a careers related competition which will be completed through homework. The task set will be designed to encourage the students to start thinking about their futures and the steps they need to take to achieve their goals.

### Year 9

**Core Aim:** Developing employability skills and competencies

Students will have a number of careers talks in assembly, from local employers and from local colleges and apprenticeship providers. Year 9 will use Unifrog to start to research future pathways and identify the skills and competencies they need to develop to achieve their goals. The focus of the taught careers sessions for Year 9 will be around developing leadership skills. Some Year 9 students will have the opportunity to visit to a local university.

### Year 10

**Core Aim:** Learning about the labour market & work experience.

Year 10 students have a careers focus in PSHE lessons and these sessions will utilise Unifrog to support students in developing an understanding of the local labour market, researching job sectors, relevant careers websites, how to look for and apply for jobs, college/Sixth Form places and CV/Cover letter writing. Some year 10 students will have the opportunity to visit a local university. There will be several careers talks in assembly. Melanie starts Careers Interviews with students in the summer term to discuss options after year 11. In the last week of the summer term Year 10 will complete a week of work experience and throughout the year the activities completed will be around supporting students to identify and gain suitable work experience placements.

### Year 11

**Core Aim:** Developing the skills required for successful Post-16 applications.

Students are supported in applying for local colleges, apprenticeships and places at 6th form. Students will complete work in form time to assist this process. There is a Sixth Form Information Evening for students and parents and a PSHE lesson dedicated to giving students independent advice. All year 11 students will have a careers interview with our independent careers adviser, Melanie Lawrence. All students applying to Sixth Form will have a meeting with the Head of Sixth Form, or senior member of staff, to discuss subject choices and career aspirations. Some Year 11 students will have the opportunity to visit local employers. There is a trip to the Apprenticeship Show and What Careers Live at the NEC which students can choose to attend if they wish. Unifrog will be used to support students in the identification of and application for suitable post-16 education, employment or training.

### Year 12 and 13

**Core Aim:** Goal setting and skill building for successful Post-18 applications.

All year 12 students attend CORE on Monday afternoons. Through this session, impartial information advice and guidance is given. There are talks delivered by universities, training and apprenticeship providers and local employers. Students also complete work ready and employability skills activities. The taught CORE sessions will have a focus around goal setting and developing the skills required to access their next steps. If students choose to apply to university, there is guidance in CORE and tutorial periods; on personal statement writing, choosing courses, university life and student finance. We hold an annual UCAS Information Evening for parents in June. Unifrog is used to support the UCAS application process. There are trips to events such as, What Careers Live, The Apprenticeship Show, Oxbridge Conference, UCAS Conference and visits to local universities.

### **Weekly Careers Programme**

From September 2020 we aim to hold weekly careers talks. We will have a range of organisations providing recorded and live virtual talks. Students in years 9-11 have been asked about their interests so that they can attend relevant sessions. Students will be notified by their form tutor about these talks.

### **Careers Interviews**

If you would like an appointment, please see Mrs Barlow, based in the Key Stage 4 Office on the East Side and she will pass a message to Mel. Alternatively, please see Mel in the Careers room next to the library to arrange an appointment or email [M.lawrence@williambrookes.com](mailto:M.lawrence@williambrookes.com). You can follow Melanie on **twitter** at [@melcareers](https://twitter.com/melcareers) for up to date local and national careers information.

### **COVID-19 Update:**

As a result of the Covid-19 pandemic, the restrictions and guidance schools are working to, our careers programme and the activities outlined within it will need to be adapted accordingly. At each update of the national restrictions and guidance, the programme will be reviewed and adapted to maximise the opportunities available to students. The core aims for each year group will be retained.

### **Measure and assess the impact of the careers provision**

- (1) Published data: The Department for Education publishes a range of data on pupil destinations at 16 and 18 and we compare our school locally, and to all schools in England.
- (2) Evaluating activities: We will try to evaluate the success of each activity by asking our students for feedback on the impact of the activity.

The Careers Programme will be reviewed in June 2021.

### **Contact**

Our Careers Leader in school is Tom Williams. Please contact him at [tom.williams3@oldburywells.com](mailto:tom.williams3@oldburywells.com) or telephone 01746 765454

