St Simon Stock Catholic School

Careers Policy Statement

St Simon Stock Catholic School roots its ethos on the motto: *Labora Cum Amore*, Work With Love.
Our Carmelite Charism is embedded in our house system, school virtues and values.

We are a community of **love**, called to develop our Catholic **faith** and instil **hope** in our students.
We strive for the highest academic and personal **attainment**, build a culture of **appreciation** of others, and encourage **reflective** learning and wellbeing.

We call our students to be **ready** at all times, take **responsibility** for their own learning, and behave **respectfully** to others.
We strive to make life at our school loving and welcoming from whenever they start to wherever their journey leads them.

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Owner: Mrs Denny, Headteacher

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These values are maintained throughout the careers provision within the school.

1. Purpose

The careers education provided at St Simon Stock Catholic School is designed to make students **ready** for life beyond school. Students will be provided with the knowledge and guidance to enable them all to **reflect** on their strengths and weaknesses. This provides them with the skills required to choose their future pathways, whereby they can **work with love** and reach personal fulfilment and make a contribution to the common good.

2. Aims

St Simon Stock Catholic School works with numerous outside agencies, local employers, universities, colleges, parents and staff to ensure that our students have comprehensive and inclusive careers guidance.

This includes the following: -

- Providing extensive careers information and guidance in subject lessons, PSHE, assemblies, educational visits and one to one guidance sessions.
- Providing students with guidance and support when deciding on post 16 and post 18 pathways. This includes them being made aware of all the routes open to them and on offer. For information on how we meet our statutory Provider Access requirements, please read our separate Provider Access Policy.
- Ensuring that all students, staff, and parents have access to up-to-date information on career pathways, study options, and regional/future job market trends via our school website.
- Working with curriculum and pastoral staff and the SEND department to ensure the careers framework supports students with Special Educational Needs and Disabilities and students who are classed as disadvantaged, ensuring equity and accessibility and an inclusive approach.
- Ensuring that all students have increased contact with employers by providing the opportunity for work shadowing in Year 8 and work experience in both Year 10 and Year 12, including virtual work experience.

3. Roles and Responsibilities

- School Leadership: Mrs Bartlett (Assistant Headteacher - Key Stage 5 and Careers) - oversees careers education, line manages the Careers Lead and introduces careers items in SLT meetings. Mrs Bartlett is line managed by the Headteacher.
- Careers Lead: Mrs Boulton - oversees and manages the careers programme within the school.

- Local Governance Committee and Kent Catholic Schools Partnership: ensure that careers guidance is aligned with the school's and trusts overall vision and contributes to student achievement and monitors its progress against school improvement targets.
- CXK: Adviser in school weekly providing independent advice for students in one to one or group sessions.
- Teachers: Embed careers links in subject teaching/curriculum schemes of work and curriculum intent documents.
- Parents/Guardians: Engage in supporting students' career planning.

4. Careers Education Programme

Our careers programme is embedded throughout the school and starts in Year 7 with the aim to provide appropriate and unbiased careers guidance to all students.

Our programme has been developed to meet the expectations outlined in the Gatsby Benchmarks:

1. A stable careers programme with a Career's Leader.
2. Learning from career and labour market information
3. Addressing the needs of each individual student.
4. Linking curriculum learning to careers.
5. Encounters with employers and employees.
6. Experience of workplaces.
7. Encounters with further and higher education.
8. Personal guidance.

All students at St Simon Stock Catholic School have access to a range of opportunities to provide information and to develop the skills required for the workplace. These include:

- Access to a Career's Advisor for group work or individual guidance meetings.
- Assemblies featuring a range of education, apprenticeship and technical training providers to help students make informed decisions for their futures.
- Access to Unifrog, our Careers Platform.
- Information and resources on the school website.

Key Stage 3

- Unifrog launch in Year 7
- Options assemblies in Year 8 and Year 9
- Work Shadowing on Year 8
- PSHE programme with bespoke guidance

Key Stage 4

- Work Experience in Year 10
- CXK Careers Guidance appointment in Year 11
- PSHE programme with bespoke guidance

Key Stage 5

- CXK Careers Guidance appointment.
- Futures Evening providing presentations on the key routes post 18
- Visit to an apprenticeship fair
- Visit to the UCAS Discovery Day
- Visit to the University of Kent
- UCAS guidance
- Interview skills workshop
- Oxbridge support group
- Support with UKCAT for medical and dentistry applications
- Work Experience for one week in Year 12
- Assemblies with guest speakers
- PSHE programme with bespoke guidance

5. Inclusion

Our SEND students and other identified groups of students, such as Pupil Premium are provided access to individual careers guidance and receive personalised support designed and implemented by our Careers Lead. This is provided to help them explore their interests and develop the skills needed for future careers.

6. Monitoring and Evaluation

St Simon Stock Catholic School are a member of the Careers Advisor Network and Kent and Medway Careers Hub established by the Careers and Enterprise Company. Our Enterprise Coordinator, provides advice on improving CEIAG provision. This involves regular self-assessment using Compass Plus, 3 times a year, which is regularly fed back in SLT and Local Governance meetings. This process is overseen by the Careers and Enterprise Company.

To record student and parent feedback regular Compass Plus surveys are sent out and results analysed to ensure our careers provision is meeting the needs of all of our students and is inclusive. Additional feedback is gained from the Headteacher surveys and any points raised contribute to our planning for the future.

St Simon Stock Catholic School works closely with KCC to ensure all students destinations are recorded and tracked. Students who are at risk of becoming NEETs are supported and parents kept informed. Destination data is used to help provide guidance and target support for future students.

All students are encouraged to join the school's Alumni Page on LinkedIn to provide future careers guidance.