



## Careers Policy

Richard Hartley is our teacher in charge of Careers Advice, and he is responsible for preparing a programme to help our girls appreciate the range of careers available (and paths to those careers). The Principal, in conjunction with the Year 10 Form Tutor, is responsible for co-ordinating the Work Experience programme undertaken by girls in Year 10.

### Aims and Purpose

- Prepare students for the transition to life beyond Year 11.
- Support students in making informed decisions.
- Develop characteristics which will support them in their careers.
- Inspire and motivate students to develop their aspirations.

### Guidance

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access. Statutory requirements and recommendations.

The careers provision at St Margaret's School is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997.

The recommendations include:

- To develop better, and more carefully planned opportunities for young women to meet professionals working in non-stereotypical roles, and to learn more about what such work entails.
- To strengthen the knowledge and understanding of staff about the wide range of progression routes available so that girls and young women can make informed choices.
- To consider how to link the contents of lessons and skills to be developed more frequently to career opportunities.

All students have access to the following:

- Extra-curricular clubs and trips support students in developing their understanding of a range of different subjects. A list of extra-curricular clubs and trips is available on the school website.
- Talks occur on a range of careers that inspire and motivate the students.
- Year 10 students take an online Morrisby careers' & study advisory exercise, and have a follow up meeting with a teacher to discuss the results.

We have a whole Senior School careers' inventory.

- National Careers Week (every March) is marked with a careers focussed assembly talk.
- Girls are booked into a careers fair every year (the year groups are rotated for this).
- We have a collapsed PSHE Day every summer where careers are covered in rotation.
- Students' post St Margaret's destinations and (where possible) subject choices and careers are tracked.

### Key Stage 3

- The options programme for Year 9 is designed to support them in their GCSE choices.
- The pastoral curriculum in Year 7 to Year 9 covers economic wellbeing, active citizenship and develops enterprise and entrepreneurship. A particular example of this is through mini-enterprise in Year 9.
- Students in Year 9 will have the opportunity to take part in the Bronze Duke of Edinburgh Award.



- Pupils' views and plans are surveyed during Key Stage 3.

Teachers link their curriculum to further education or careers options as part of the Year 8 curricular programme.

## **Key Stage 4**

- A number of students every year will take part in the Duke of Edinburgh Award.
- Students complete a profile and receive related advice using the Morrisby Careers' platform.
- Extra-curricular clubs and trips support students in developing their understanding of a range of subjects. Students are given advice and guidance about what to participate in e.g. the National Citizenship Service 'The Challenge'.
- Students in Year 10 undertake Work Experience.
- Years 10 and 11 include Careers advice in their PSHE programme of study. We use 'Votes for Schools' Careers Launchpad' to underpin this.

## **How the school addresses the Gatsby benchmarks of Good Careers' Guidance**

1. A stable careers programme – *we have an annual cycle of careers' provision co-ordinated by Richard Hartley.*
2. Learning from career and labour market information – *we have a dedicated display board with this displayed.*
3. Addressing the needs of each pupil – *every pupil completes a Morrisby assessment before or during Year 11, and receives a bespoke advice booklet, which is further discussed with them.*
4. Linking curriculum learning to careers – *during one week of the Senior school year, staff talk pupils to about the link between their subject and potential careers.*
5. Encounters with employers and employees – *we host annual careers' talks and have a video library of careers' interviews.*
6. Experiences of workplaces – *girls do a week's work experience in Year 10.*
7. Encounters with further and higher education – *this is discussed during Sixth form advice meetings.*
8. Personal guidance – *see 3.*