



SAMUEL WARD

Learners Entitlement to Careers Guidance and Inspiration at Samuel Ward Academy

Samuel Ward Academy view careers guidance and inspiration as integral to the work throughout the school. Our vision is to develop a learning community that broadens horizons and raises aspirations through meaningful and powerful links and contact with employers and local businesses. Learners will develop and apply a range of employability skills throughout their time in school and sixth form and develop knowledge and research skills to ensure future pathways are fully informed and allow a clear sense of direction. Some of the activities listed below will be undertaken by the whole year group others are bespoke for smaller groups of learners dependent on their individual needs.

When	Year	Activity	Aim	CDI LINK
Termly	All years	ASPIRE Interviews: All students work with their Learning Coaches and discuss future pathways and ambitions; this is logged on by their Tutors termly. For every subject there is a dedicated 'Subject Careers Champion' to discuss potential pathways.	Develops the opportunity for dialogue between the student and their Learning Coach about future careers and options	Exploring careers and career development
Autumn	All years	A wide variety of local and national employers attend a school careers fair . Students get the opportunity to learn about job roles, day to day duties, places of employment, what they wear etc.	Gain a wider understanding of the variety of different careers and job roles, what they entail and a wide knowledge of pathways	Exploring careers and career development Investigating jobs and LMI
Annually	All years and CMA/Churchill	ASPIRE event: Town Hall An annual event for parents/carers and students to explore the educations and employment opportunities available.	Gain a wider understanding of the variety of different careers and job roles, what they entail and a wide knowledge of pathways	Exploring careers and career development Investigating jobs and LMI
	Years 9-13	Aspire Workshops. A range of workshops are offered to Years 10-13 to open their eyes to the career pathways on offer. These occur half termly and include the following: Medical/Law/Media/Journalism/Economics and Engineering.	As above	Exploring careers and career development Investigating jobs and LMI

	All years	Access to One to One support provided by our Careers Practitioner, Level 6 qualified. During these interviews a range of resources are shared e.g. Websites and literature.	Opportunity to explore ideas and start plans for future pathways, impartial and individual support	Self improvement as a learner Exploring careers and career development Making the most of CIAG Identifying choices and opportunities Planning and deciding
	All years	The school website hosts a wealth of information and links which is a great online tool that students and their families have access to.	This enables research and skill develop at home to enhance what is achieved in school	Exploring careers and career development Investigating work and working life Identifying choices and opportunities
	All years	A range of activities take place during Tutor time with learning coaches around careers, skills and employability.	Further develop skills in research. Expand aspirations and knowledge of careers and pathways.	Self awareness Understanding business and industry Preparing for employability
	All years	Employers attend selected lessons giving insight into how the subject they are studying is linked to job roles. This is supported by Neaco and Future First platform e.g. Humanities, STEM and English.	This enables students to see the link between learning and earning and skills to work.	Understanding business and industry Investigating job and LMI
Spring	All Years	British Science Week. A week of science/STEM related activities designed to give students an insight into science including the different careers available	This enables students to see the link between learning and earning and skills to work.	Understanding business and industry Investigating job and LMI Preparing for employability
On-going	All Years	English Department: Throughout student's time at SWA students will be supported with vital employability skills and links to careers pathways such as letter, blog, article/ journal and speech writing/Debate.	This enables students to see the link between learning and skills to work.	Preparing for employability

Autumn	Year 7	Marine Engineering workshop session. To explore the career opportunities available.	This enables students to see the link between learning and skills to work.	Understanding business and industry Investigating job and LMI Preparing for employability
Summer	Year 7	During activities days students take part in a Careers day . This is 4 lessons that help to introduce them into Career based activities and learning.	A purposeful introduction to self-awareness skills that prepares students for the more intense work carried out in year 9	Exploring career and career development Develop personal financial capability Self-improvement
Summer	Year 7 and 8	In their tutor groups with support Tutors, students develop enterprise activities to raise funds for the house charities this includes parents attendance at a picnic and summer fair .	Develop key enterprising and business skills as well as working in teams and gaining the 'feel good about giving' attitude	Showing initiative and enterprise Self determination
On-going	Year 7 and 8	Throughout key stage 3 all students work through their MIDBAC this links to future paths and ambitions.	A 'portfolio' of awards and successes is built that encourages a variety of achievements and skills for all	Self improvement as a learner
On-going	Year 9/10	MODBAC PD	A 'portfolio' of awards and successes is built that encourages a variety of achievements and skills for all	Self improvement as a learner
On-going	Year 12/13	6BAC independent	A 'portfolio' of awards and successes is built that encourages a variety of achievements and skills for all	Self improvement as a learner
Summer and Autumn	All years	Enterprise (Rob Maidment) Project is carried out with support from Business tutor and Career Lead, students develop enterprise skills by making or creating a product to sell. This is in competition with another local school. Startup costs are received.	Develop key enterprising and business skills as well as work as part of a team with a focus to make a profit. Understanding the basics of how to start your own business	Self determination Showing initiative and enterprise Developing personal financial capability Identifying choices and opportunities. Understanding business and industry

On-going	Year 7 and 8	<p>Students attend KS3 STEM in Action. Series of interactive talks and sessions aimed at students interested in wider STEM careers.</p> <p>E.g. Each class had a WOW lesson about Cells - in particular DNA to enhance their topic knowledge and understanding. It is led by scientists from the Wellcome Sanger Institute, operated by Genone Research Limited, Cambridge and part of that session is about their careers in Science, their day to day activities and the facilities they work in.</p>	Opportunity to explore potential career pathways in STEM.	<p>Exploring career and career development</p> <p>Identifying choices and opportunities.</p> <p>Understanding business and industry</p>
Autumn	Year 9 (Trust wide)	<p>Suffolk Skills Show</p> <p>Visits to Careers Fairs and Skills Shows that are showcasing a wider range of colleges, universities and employers are arranged</p>	Gain a wider range of information that is impartial and varied that will help to widen aspirations	<p>Exploring careers and career development</p> <p>Identifying choices and opportunities</p> <p>Planning and deciding</p>
Spring	Year 9	Each student spends a day with a parent or relative within their work place shadowing their jobrole	Gives a taste of the world of work and introduction to roles and responsibilities within the workplace	<p>Preparing for employability</p> <p>Learning about safe working practices and environments</p>
Summer	Year 9	Students attend 6 different sessions during a work related learning day helping to develop a range of employability skills and career knowledge. This is part of Activities Week	A purposeful introduction to employability skills that prepares students for the more intense work carried out in year 10 and 12	<p>Exploring career and career development</p> <p>Develop personal financial capability</p> <p>Planning and deciding</p> <p>Handling applications, CV writing and interviews</p>
Spring	All Years	Financial Education is carried out in PD lessons (x3) and lead by M Cowlin.	Explores the idea to support learning around personal responsibility regarding finance	<p>Developing personal financial capability</p> <p>Self awareness</p>

Autumn	Year 10	We teach jobs and careers in French in year 10. They look at where they would like to work and what work they are interested in and why. In German we look at future plans post school at the beginning of the year with year 10.	MFL department	Self awareness Exploring career and career development Valuing equality, diversity and inclusion Preparing for employability
Spring	Year 10	All students take part in several PD lessons to further develop the skills learnt in year 9 such as; CV writing and Interview skills	Gain a more in---depth understanding through teacher led sessions on employability and careers	Self awareness Exploring career and career development Valuing equality, diversity and inclusion Preparing for employability
Spring	Year 10	West Suffolk College STEM day. A day of exciting and informative activities for those interested in STEM careers.	Opportunity to explore potential career pathways in STEM.	Exploring career and career development Identifying choices and opportunities. Understanding business and industry
Spring	Year 10	Local employers come in to school and carry out mock interviews with all students including feedback such as presentation, CV's and body language PD session on interview skills (week prior)	Experience an interview with an actual employer, to build on confidence and reflect on the feedback received	Preparing for employability Handling applications and interviews
Summer	Year 10	Small cohort are placed on a 1 week work experience placement where they undertake a complete job role for this period of time.	Gain the experience of routine, responsibilities, working within teams and tasters of careers areas	Preparing for employability Investigating work and working life Learning about safe working practices and environments

On-going	Year 10, 11,12 & 13	Students that have extra need for support and are totally unsure of their future paths can have an independent and impartial interview with our Careers Practitioner and/or Neaco.	Independent and impartial advice for students that are confused or very unsure of their future	Self improvement as a learner Exploring careers and career development Making the most of CIAG Identifying choices and opportunities. Planning and deciding
On going	Year 11,12 & 13	Access to One to One support from local Youth Skills Manager regarding access to Apprenticeships and local opportunities.	Gain support and access to local opportunities, gain information regarding what individual employers are seeking. Direct recommendation for students regarding interviews for potential Apprenticeship employment.	Identifying choices and opportunities Understanding business and industry Exploring careers and career development Exploring jobs and LMI
Autumn	Year 11	Post 16 Options Students Complete a 'Your Future' form for County Council to enable us to track where students intend to go post year 16 and identify further work with any that are still unsure. All students have a One to One interview with the Careers Practitioner.	Monitor destinations and ensure every student receives the support needed	Managing changes and transitions Identifying choices and opportunities Preparing for employment
Autumn --- Spring	Year 11	Students with an interest in going on to college post 16 will have the option to attend a college open day or arranged tour of local colleges.	Gain a clearer understanding and knowledge of colleges to make an informed choice and build confidence in attending	Self-awareness Identifying choices and opportunities
Autumn	Year 11	Identified students who are at serious risk of being NEET at the end of Year 11, and working with County Early Help Team identify additional support needs to create a plan of action for the individual.	Confidence and self-esteem is built upon leading to the students feeling positive about their post 16 choices	Preparing for employment Investigating work and working life Exploring careers and career development Valuing equality, diversity and inclusion

Autumn	Year 11	Visits to Careers Fairs and Skills Shows that are showcasing a wider range of colleges, universities and employers are arranged.	Gain a wider range of information that is impartial and varied that will help to widen aspirations	Exploring careers and career development Identifying choices and opportunities Planning and deciding
Autumn	Year 12	Future Focus -- intensive programme looking at Higher Education opportunities including University and apprenticeships as well as developing CV's and research skills.	Raise university aspirations, gain knowledge, develop presentation skills and confidence as well as learning research skills	Self-improvement as a learner Planning and deciding Managing changes and transition
Autumn	Year 12	Attend a university and day trip. School will authorize open days in lesson time.	Ensure all students understand that University is an option for them	Planning and deciding Identifying choices and opportunities
Autumn	Year 11, 12 and 13	Aspiration and Challenge work is carried for those students aiming for the Russell Group of Universities. External support available.	This will help students gain the very best opportunity in such a competitive application process	Self-awareness Identifying choices and opportunities Managing changes and transitions
Summer	Year 10/11	School Physicist of the Year. One student nominated by teachers attends a ceremony at University of Cambridge	This will help students gain the very best opportunity to gain access to the most prestigious universities.	Self-awareness Identifying choices and opportunities
Autumn	Year 12/13	EMBL Lecture Series. Held at Genome Campus, Cambridge. Insight into groundbreaking research in the world of science and activities including speed career sessions	This will help students gain the very best opportunity to gain access to the most prestigious universities.	Exploring careers and career development Identifying choices and opportunities
Spring	Year 12/13	Babraham Research Campus - Open Day. Chance to spend a day in the laboratory at world-leading Babraham Institute.	Raise university aspirations and gain knowledge of potential career opportunities.	Exploring careers and career development Identifying choices and opportunities

Summer	Year 12	Visits to UCAS conventions at Universities , offering ability to talk to University staff and students and explore life on University campus and its facilities	Will help students to gain a better idea of what to expect at University, what's on offer, find out more details re courses offer.	Self-awareness Identifying choices and opportunities Managing changes and transitions
On-going	Year 12 and 13	Students in Yr 12 are encouraged to take on a work experience placement to develop a career, future career or university application are able to do so if it doesn't affect studies.	The placement will increase the future opportunities for the individual by offering a clearly linked experience in the career field of choice	Preparing for employability Investigating work and working life
Autumn	Year 13	Students applying to University spend time with their tutors developing applications and working on personal statements	The support provided ensures students applying to University get the best possible chance of being accepted	Handling applications and transitions
Spring	Year 13	Mock interviews including a workshop if required for those needing some extra practice and support in preparation for employment or apprenticeships.	Small group work to help build confidence as well as practical skills in good interview techniques.	Handling applications and interviews