

## **CEIAG PROGRAMME FOR BRECKENBROUGH SCHOOL**

*Before formulating this policy, consideration was given to Best Practice outlined in the CDI Careers Guidance in Schools and Colleges, Gatsby Benchmarks and 2018 Careers Guidance and Access for Education and Training Providers.*

*The CEIAG programme is structured around the advice within the CDI New Career Development framework 2021.*

*'The main purpose of the CDI's Career Development Framework is to clarify the skills, knowledge and attitudes that individuals need to have a positive career. A 'positive career' will mean something different to everyone, but it will typically include being happy with the way you spend your time, being able to make a contribution to your community and being able to have a decent standard of living'.*

*<https://resources.careersandenterprise.co.uk/resources/new-cdi-framework>*

### **INTRODUCTION**

Breckenbrough Careers Education, Information, Advice and Guidance programme runs from Primary through to Sixth Form. In addition, students from Year 9 -14 receive 1 to 1 career guidance interviews, with Primary to Year 8 students having the opportunity to request a careers guidance appointment. Students can access Employer/FE/HE visits, work experience, and attend presentations within school delivered by guest speakers from industry.

### **Labour Market Information**

Providing students with updates on Labour Market Information is vital to making career decisions. Working with stakeholders, professionals and external agencies, students will gain information on the local and national economy developments on education and employment opportunities. All students will have access to Unifrog through their own personalised log in. Unifrog provides support for students when planning their future and exploring the world of careers, training, further and higher education. LMI is regularly updated on the school website.

### **Primary**

#### **Autumn Term: Onsite Careers & Apprenticeship Event**

Learning Outcome

- Interactions with representatives from work/FE/HE/apprenticeships/Specialist provision
- Gain an insight into transitional pathways post 16 and post 18
- Start to link personal strengths and interests to education and training pathways

### **Year 7**

#### **Autumn Term: Introduction to the career's adviser and unifrog launch**

#### **Careers & Apprenticeship Event**

- [Launching Unifrog 11-14 video guide hyperlinked .pptx](#) and complete the following
- Identifying skills and linking to careers

[Using the Interests profile : resources library](#)

- Complete Work Environment Profile, Skills Profile, Personality Profile

#### Learning Outcome

- Understand unifrog is a one-stop-shop where they can easily explore their interests, then find and successfully apply for their next best step after school
- unifrog can support in exploring key interests and what career paths can be taken to reach goals
- Begin to understand how hard and transferable skills link to careers
- Interactions with representatives from work/FE/HE/apprenticeships/Specialist provision
- Gain an insight into transitional pathways post 16 and post 18
- Link personal strengths and interests to education and training pathways

#### Spring Term: Your skills

- Skills in my suitcase activity

[NCW 2025 Suitcase of Skills Activity - NCW One Stop Shop](#)

[NCW Suitcase Of Skills Resource WordBank 2025.pdf](#)

#### Learning Outcome

- Understand soft skills can be developed and are transferable
- Students will be able to talk about their employability/transferable skills

#### Summer Term: What is your dream job

[https://cdn.unifrog.org/resources/144/Whatsyourdreamjob\\_45m\\_classroom\\_online.pptx](https://cdn.unifrog.org/resources/144/Whatsyourdreamjob_45m_classroom_online.pptx)

#### Learning Outcome

- Understand the factors that influence deciding on a dream job
- Illustrate what their job might look like in the future
- Compare the labour market for careers

#### Year 8

##### Autumn Term: Careers and subject library treasure hunt / Careers & Apprenticeship Event

[https://cdn.unifrog.org/resources/118/Careerslibrarytreasurehunt1\\_45m\\_classroom\\_online.pptx](https://cdn.unifrog.org/resources/118/Careerslibrarytreasurehunt1_45m_classroom_online.pptx)

## Learning Outcomes

- Define what a 'career' is
- Navigate the careers library confidently to explore the variety of different careers
- Interactions with representatives from work/FE/HE/apprenticeships/Specialist provision
- Gain an insight into transitional pathways post 16 and post 18
- Link personal strengths and interests to education and training pathways

### **Spring Term: The Future of Work and Labour Market Information**

[Year 8 NCW The Future of Work .pptx](#)

[Year 8 NCW 2025 worksheet.docx](#)

#### Learning Outcome

- Understanding of how the world of work may look in the future
- Insight into the skills required to be successful in gaining employment
- Overview of the importance of employability skills

### **Year 9**

#### **Autumn Term: Careers & Apprenticeship Event**

##### **How to make an informed decision**

[Year 9 Options Presentation \(2\).docx](#)

#### Learning Outcomes

- Understand the meaning of 'Informed decisions and the factors to consider
- Interactions with representatives from work/FE/HE/apprenticeships/Specialist provision
- Gain an insight into transitional pathways post 16 and post 18
- Link personal strengths and interests to education and training pathways

## **Spring Term: The world of work and linking careers to interests**

[Your Career Roadmap Ppoint Yr9 NCW 2025.pptx](#)

[Workbook Year 9 NWC 2025.docx](#)

### Learning outcomes

- An appreciation for what needs to be considered (subjects, skills, interests and preferred ways of working) when researching future career idea
- Understanding of the variety of job roles available within job sectors

### Year 10

## **Autumn Term: Post 16 Option Choices/ Careers & Apprenticeship Event**

[Decision making choosing your post 16 pathway 60min computer access \(4\).pptx](#)

### Learning Outcome

- Interactions with representatives from work/FE/HE/apprenticeships/Specialist provision
- Gain an insight into transitional pathways post 16 and post 18
- Link personal strengths and interests to education and training pathways
- Have an awareness of the progression routes after Year 11
- Understand how to make informed decisions
- Identify the decision they need to make about their post-16 choices
- Plan how they will make an informed decision about their post-16 choices

## **Spring Term: Planning your career journey**

[Following your passions - icould](#)

[NCW Year 10 P16 Option Choices worksheet .docx](#)

### Learning Outcome

- Understand everyone's career journey is different
- Plan out your career steps considering pro's, con's and plan B's

## **Summer Term:**

## Virtual Work

[What is Virtual Work Experience with Springpod? | Springpod](#)

### Learning outcomes

- Understand industries and employers link to career aspirations
- Gain virtual work experience certificate to add to CV

## **Year 11**

Weekly Careers Lessons to complete AQA unit award Employability skills.

Units covered includes –

- Writing a CV
- Interview Techniques
- Where to look for jobs and how to apply
- Understanding mindset
- Completing application forms
- The Importance of Teamwork
- Planning for the future

Students from Year 11 and up have the opportunity to go out on block or extended work experience.

Learning Outcome

- Awareness of skills employers are looking for
- Feel more prepared for the world of work/further education/sixth form.
- Awareness of work experience/volunteering opportunities and the option to take part.

## **Sixth Form**

**Tailored to the individual, including:**

- Understanding University Terminology
- Writing a personal statement
- Completing application forms
- Visiting FE/HE/Training Providers
- Interview techniques
- Sessions using Unifrog to explore Apprenticeships/HE/FE
- TED Talks
- Employability skills including work experience, volunteering support to find part time work

Student progression will be monitored using the ILS tab on school Pod and Compass+. The following career activities/interactions will be logged

- Careers lessons
- In school career talks by employers
- Career event
- Work experience
- Voluntary work
- Enterprise activities
- Part Time work
- Industry/Career visit
- College visit
- University visit
- Careers Guidance appointments

Since lockdowns employers have been more reluctant to come into school to provide talks. The careers lead will continue to work towards getting increased employer engagement in school

### **Monitoring and Review**

The Deputy Head and Careers Leader will review the careers programme on an annual basis, taking into account the success of supporting students. Necessary changes will be made to the careers programme, and published on the Breckenbrough school website.

15/07/19 – Sally Leck Target to work with Primary (SL/CV) – Target met

17/09/20 – Sally Leck and James Shutt – CEIAG Programme reviewed

20/07/21 – Sally Leck and James Shutt reviewed - target to build in TED talks and more external visits specifically tighten links with local universities

14/07/22 - Sally Leck and James Shutt reviewed – target to reintegrate employer talks into school

16/11/23 - Sally Leck and James Shutt reviewed – integrate the AQA unit award scheme into careers, specifically with employability skills and Year 11

10/06/2025 - Sally Johnson and Matt Halifax – increase the number of AQA unit awards delivered within careers