

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 Fair

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 Fair

- [Student Quick Launch KS3 and KS4.pptx \(sharepoint.com\)](#) and complete the following
- Identifying skills and linking to careers
[https://cdn.unifrog.org/resources/504/Using the skills profile part 1 skills quiz 45m classroom computer access .pptx](https://cdn.unifrog.org/resources/504/Using_the_skills_profile_part_1_skills_quiz_45m_classroom_computer_access.pptx)
- 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 Suitcase Of Skills Resource 2023 A2.pdf](#)

[NCW Suitcase Of Skills Resource 2023 WordBank.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 Fair

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: Understanding career terminology and what does success mean to you

https://cdn.unifrog.org/resources/16/Whatdoessuccessmeantoyou_45m_classroom_online.pptx

Learning Outcome

- Understand a variety of career terminology
- Explain why learning about career terminology is useful
- Define what success means to them
- Identify their areas of motivation
- Explore career areas that match their motivators and definitions of success

Year 9

Autumn Term: Careers & Apprenticeship Fair

How to make an informed decision

[Year 9 Options Presentation - Copy.docx \(sharepoint.com\)](#)

https://cdn.unifrog.org/resources/136/Post16Choices_45m_classroom_online.pptx

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: What makes a great leader

https://cdn.unifrog.org/resources/91/LeadershipWhatmakesagreatleader_45m_classroom_online.pptx

Learning Outcomes

- Explore what makes a good leader.
- Identify their own leadership experiences.
- Understand how to record competencies on the Unifrog platform

Year 10

Autumn Term: Post 16 Option Choices/ Careers & Apprenticeship Fair

https://cdn.unifrog.org/resources/136/Post16Choices_45m_classroom_online.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

Spring Term: Planning your career journey

https://cdn.unifrog.org/resources/314/Careers_interview_template_KS4.docx

[10_years_later.docx](#)

Learning Outcome

- Understand how to create a careers action plan

Summer Term: Focused look at BTEC and A Level Options and Apprenticeships

https://cdn.unifrog.org/resources/80/BTECs_-_Busting_myths_45minute_classroom_online.pptx

https://cdn.unifrog.org/resources/121/IntroApprenticeshipsInEnglandandWales_45mins_classroom_online.pptx

Virtual Work Experience opportunity

<https://www.springpod.com/virtual-work-experience/search>

Learning Outcome

- Students have an awareness of the myths/facts of BTEC's and A Levels
- Understand what BTEC's and T Level subjects are and the difference between them
- Understand what apprenticeships are and how they work.

- Consider the broad range of apprenticeship standards available and which ones might be suitable for them.
- Navigate the Unifrog Apprenticeships tool.
- Create a shortlist of options
- Awareness of the world of work via virtual work experience

Year 11

Weekly Careers Lessons to complete Employability Level 1 NCFE Award in partnership with Emma Thomas from NYBEP (North Yorkshire Business and Education Partnership). Work covered includes – Constructing a CV, Practice Interview Techniques, where to look for jobs and how to apply, understanding mindset, completing application forms, work placements, coping with changes. Students from Year 11 and up have the opportunity to go out on a week block work experience or extended (1 day a week) work experience.

Schemes of work

[Year 11 Sept 2022-November 2023.docx](#)

[Scheme of Work - Year 11 Nov 2022 - Feb 2023 \(NYBEP\).docx](#)

[Scheme of Work - Year 11 Feb 2023 - April 2023.docx](#)

Learning Outcome

- Awareness of skills employers are looking for
- Feel more prepared for the world of work/further education/sixth form.

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

Development Work to be implemented during academic year 2022-23

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

- Careers Lessons
- In School Career Talks by Employers

- Career Fair
- Work Experience
- Voluntary Work
- Enterprise Activities
- Part Time Work
- Industry/Career Visit
- College Visit
- University Visit
- Careers Guidance Interview

Since lockdowns employers have been more reluctant to come into school to provide talks. The careers lead will work towards getting employers back into 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