



Baines School

Nil Sine Labore

**The Governors of Baines School Careers
Policy**

Date approved: Approved by Governors: 20th June 2023

Reviewed June 2023

Date of review: June 2024

Aims and Objectives

In line with the Statutory guidance for governing bodies, school leaders and school staff, careers guidance and access for education and training providers, Baines School's Careers Program ensures that all registered pupils at this school are provided with independent careers guidance from year 7 as appropriate.

The independent careers guidance provided;

- is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- includes information on the range of education or training options, including apprenticeships and technical education routes.
- is guidance that the person giving it considers will promote the best interests of the pupils to whom it is given.

Careers inspiration and guidance at Baines is a progressive journey from Year 7. The aims of the Careers Program at Baines are:

- To develop positive attitudes in the pupils towards study and work.
- To develop employability and enterprise skills, such as teamwork and communication.
- To help students to plan and take control of their future making informed choices at key points in their education.
- To provide students with the relevant careers inspiration and guidance that is suitable to their personal needs including age, ability, attitudes and aptitudes.
- To provide students with a comprehensive understanding of opportunities post 16 and post 18 including traineeships, apprenticeships, school leaver programmes, HE, FE, employment and training opportunities.
- To help students to reflect on themselves – their abilities, skills, aptitudes and attitudes – so that they can use this knowledge to consider their development.
- To provide students with impartial advice about options that is available to them.
- To provide equal opportunity of access to careers inspiration and guidance.

These aims are achieved through the Careers curriculum which is outlined below. All strategies are in line with The Gatsby Benchmarks. Careers Compass is completed twice per year and action points inform improvements.

The Curriculum Leader along with the Enterprise Advisor Network, External Providers, Lancashire Education Partnership, and employers strive for continuous improvement and build on each benchmark further.

Our Annual Careers Plan outlines our tailored approach see [here](#)

The school is committed to all 8 Benchmarks:

1. A stable careers program
2. Learning from career and labour market information
3. Addressing the needs of each pupil
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

Meeting the Gatsby Benchmarks at Baines

Below are examples of how the Gatsby Benchmarks are met at Baines

Year 7 – Introductions to Careers

Intent – By the end of Year 7, students will have a greater knowledge of the career possibilities available and the opportunities to develop both their employability skills and their understanding of what careers provision at Baines School looks like. They will start to be more aware and describe themselves, their strengths and preferences, they will be able to focus on the positive aspects of their well-being, progress and achievements.

Examples of possible activities - Inspiring Digital Enterprise Award; an international programme that helps students develop digital, enterprise and employability skills. Using a series of online challenges, students complete career enhancing badges, unlock new opportunities and ultimately, gain industry- recognised awards that help students stand out from the crowd!

Restart a Heart; raises awareness of cardiac arrest and trains students how to give CPR.

Introduce the student profile to the students and learn about their aspirations.

Year 8 – Routes to success: Raising Aspirations

Intent – By the end of Year 8, students will have a greater knowledge of what careers are and how they can be developed, they will be able to give examples of different kinds of work and why people's satisfaction with their working lives can change. They will be able to explain how they are benefitting as a learner from careers, employability and enterprise activities and experiences. They will have a greater awareness of the careers which suits their interests and will start to identify personal networks of support, and the qualities and skills that they have demonstrated both in and out of school which will help make them more employable. They can show that they can manage a personal budget and contribute to household budgets.

Examples of possible activities – The students will follow a version of Real Game where they pretend to be young adults (mid 20s) and have to deal with a full-time job, budgeting, paying bills and setting up a home on a limited budget.

Students will build on the student profile and learn about their aspirations, giving the students opportunities to find out more about their aspirations and possible career journey.

Year 9 – Options and opportunities

Intent - By the end of Year 9, students will be aware of what labour market information is and how students can use it, they will be able to give examples of different business organisational structure and how it is important to stand up to stereotyping and discrimination. They will also have an awareness of laws and bye-laws relating to young people's permitted hours and types of employment and how to minimise health and safety risks to themselves and those around them. They will be able to show that they can be positive, flexible and well-prepared at transitional points in their life (i.e. options), and able to explore the options open to them, so they can make plans and decisions carefully to ensure they achieve the qualifications, skills and experience they need. Students will continue to identify personal networks of support, and will be able to access and make the most of impartial face to face and digital careers information, advice and guidance. Students will recognise when they are using qualities and skills that entrepreneurs demonstrate. They will also be able to prepare and present themselves well when going through a selection process.

Examples of possible activities – Enterprise activities either through science or computing (iDEA), discussions around rights and responsibilities, community work and voluntary services (through Personal Development lessons and assembly opportunities). Students will get the opportunity to ‘meet’ professionals in their chose career.

Build on the student profiles and ensure students are given the right advice to allow them to achieve their aspirations in terms of their option choices.

Year 10 – The World of Work

Intent – By the end of Year 10, students will recognise how they are changing, what they have to offer and what is important to them. They will be able to explain how they can manage their wellbeing, progress and achievements through telling their story in a positive way. They will review and reflect on how they are benefitting as a learner from careers, employability and enterprise activities and experiences. They will recognise and challenge stereo typing, discrimination and other barriers to equality, diversity and inclusion and know their rights and responsibilities in relation to this. Students will be able to explain different types of business organisational structures, how they operate and how they measure success. They will also be able to discuss the skills involved in managing their own career. They will show how these qualities and skills will help to improve employability, and that they can be enterprising in the way they learn, work and manage their career.

Examples of possible activities – Masterclasses with professions; students are given the opportunity to speak to a professional in the area in which they are considering a career, and assemblies with Blackpool Transport, in particular looking at apprenticeships and bespoke work experience opportunities.

Further Education Opportunities; students will access assemblies with local colleges and employers who offer apprenticeships. The students will also have the opportunity to visit at least one of the local colleges. Students studying construction and hospitality and catering will also have the opportunity to work with Baxter Construction and Blackpool and Fylde College’ restaurant over the two-year course. Students will get the opportunity to ‘meet’ professionals in their chose career.

Continue to build on the student profiles; focus visits will be used where necessary.

Year 11 – Future Pathways

Intent – By the end of Year 11, students will be able to discuss the skills involved in managing their own career and explain how work and working life is changing and how it may impact on their own and other people’s career satisfaction. They will be able to find relevant labour market information and know how to use it in their career planning. They will be aware of their own responsibilities and rights as a student, trainee or employee for staying healthy and following safe working practices.

Students will be able to review on previous transitions to help them improve on preparing for their future moves in education, training and employment. They will continue to build their own personal networks of support including how to access and make the most of a wide range of impartial face to face and digital careers information, advice and guidance services. Students will show that they can manage financial issues related to their education, training and employment choices including knowing how to access sources of financial support that may be open to them. They will be able to research education, training, apprenticeship, employment and volunteering options including information about the best progression pathways through to specific goal. They will be able to make plans and decisions carefully including how to solve problems and deal appropriately with influences on them, and know their rights and responsibilities in a selection process and strategies how to improve their chances of success.

Examples of possible activities - Careers evening; students will have the opportunity to speak to colleges, university and businesses offering apprenticeships, with parents and carers. Students will get the opportunity to ‘meet’ professionals in their chose career.

All students will receive independent advice and guidance, a mock interview from an employer. The students will also be given advice completing their application forms for college and preparing for a college interview.

Entitlement to Careers Education and Guidance

All Pupils can access an Impartial Careers Advisor as well as a Career's Officer. Students and parents are also encouraged to use the careers link on the school website which gives updates, web links.

All Year Groups have the opportunity to develop their employability and enterprise skills (teamwork, presentation, finance, listening skills and creativity) through taking part in various activities throughout the year including; Open Evenings, Assemblies, primary school tours, Fun Day, School Council etc.

Raising Aspirations

At Baines, we place great emphasis on supporting all of our students to realise their potential. We are building a comprehensive 'raising aspirations' programme for our disadvantaged pupils, offering them the care, guidance and support to explore the opportunities available to them.

Student Resources

Labour Market Information/job search

<http://www.lancashireskillshub.co.uk/about-us/evidence-base>

<https://nationalcareersservice.direct.gov.uk/advice/planning/jobfamily/Pages/default.aspx#JobProfileSearch>

<http://www2.warwick.ac.uk/fac/soc/ier/ngrf/lmifuturetrends/>

<http://www.lmiforall.org.uk>

<https://www.gov.uk/government/news/your-daughters-future>

Parents and Carers

[Careers advice for parents](#)

[Parents Guide](#)

[Top 200 Employers, university, careers sectors, Careers advice, work](#)

[Labour Market Information](#)

[Parents Guide to Careers Guidance](#)

[Amazing Apprenticeships](#)

Careers - Employers

If you are willing to contribute to our Careers, Work Related Learning and Enterprise programme in school in any of the following areas. Please get in touch with our Careers Leader:

Clare Doherty

School number: 01253 883019

cdo@baines.lancs.sch.uk

Can you help with any of the following: We need you!

Year 11	Mock Interviews
Year 9-11	Annual Career Convention
Years 8 - 10	Speed-networking – students meet a variety of professionals
All years	Tell your story "A day in the life of" "Meet the professional"
All years	Volunteering Opportunities
All years	Careers Talks
All years	Employment Opportunities
Years 11	Apprenticeship Vacancy Opportunities
All years	Employability & Skill Development Workshops
All year groups	Raising Aspirations

Annual Monitoring and Evaluations

Our policy is reviewed annually as detailed below;

- Reviews with Lancashire Education Partnership our independent Careers Advisor
- Pupil Voice across all year groups
- Internal monitoring includes, reviews with form tutors and pastoral leaders.
- Reviews from pupils, parents, employers working with our students.
- Life skills lessons are also included in the school totality of performance schedule and performance management.
- All student destinations are collected in house by the schools Careers Leader in collaboration with local providers and changes are made to the Careers programme accordingly

Contact Us

If you would like to contact us regarding Careers Education Information and Guidance in school, please get in touch with our Careers Leader:

Clare Doherty

Telephone: 01253 883019 cdo@baines.lancs.sch.uk

Access Policy Statement

This policy sets out the schools' arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under section 42B of the Education Act 1997.

Procedure

A provider wishing to request access should contact our Careers Leader;

Clare Doherty

Telephone: 01253 883019

cdo@baines.lancs.sch.uk

A number of events, integrated into the school Annual Careers Programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers.

Should any provider not receive an invite and wish to attend. Please contact our Careers Leader.

Date of next review – June 2024