



Careers Plan for S6C for 2018/19

Prepared by Student Services Manager - Careers Leader

This plan will be updated prior to September every year and published on the website so that it can be viewed by students, parents and stakeholders (Gatsby Benchmark 1 - a stable careers programme). If you have any questions or would like to be involved in the plan, please email the Careers Leader on rroberts@salisbury6c.ac.uk

S6C's careers plan aims to:

- 1. Make all stakeholders aware of the named person responsible for careers, a Careers Leader. This is the Student Service Manager, Mrs Rosie Roberts who can be contacted by emailing rroberts@salisbury6c.ac.uk**
- 2. Ensure the careers plan is evaluated and updated according to students' needs. We have completed Compass to evaluate our current provision and will continue to evaluate our provision by obtaining students' opinions on the provision through surveys and discussions with Progress Tutors.**
- 3. Use the Enterprise Adviser Network to gain access to an Enterprise Coordinator, Enterprise Adviser and the career planning tool Tracker.**
- 4. Keep stakeholders updated on the careers programme by keeping our website updated.**
- 5. Start early by engaging all students in the careers programme from their first term at S6C.**
- 6. Engage all stakeholders including parents and employers.**
- 7. Develop careers content in all subjects, not just Personal, Social, Health and Citizenship Education (PSHCE).**

8. Take advantage of labour market resources and make them available to all students and parents.

9. Provide all students with information on all routes.

10. Provide experience of workplaces for all students.

Objective and Gatsby Benchmark	Activity details	Contact
<p>All students are supported through the application process for university or apprenticeships (Gatsby Benchmark 2 - learning from careers and labour market information)</p>	<p>As part of the PSHCE programme, S6C runs Development Days every term where the normal timetable is collapsed and students attend sessions throughout the day on a particular theme. In the summer term of Year 12 the Development Day is focussed on applications and researching choices. Students hear from a higher education provider (university) about how to research choices and all students have the opportunity to register with UCAS in order to make university applications. Students also have sessions with tutors and employers looking at employability skills and what employers are looking for before analysing their own skills and planning a personal statement/covering letter for a CV. Students will also learn about opportunities available both locally and nationally from employers and education providers at a Development Day in the spring term of Year 12, helping them to understand the current labour market.</p> <p>Throughout Year 13 students will have 1:1s with their Progress Tutor where they can discuss their application (higher education, further education or apprenticeships) and tutors can give tailored advice and support for each student based on predictions and progress, including raising aspirations ensuring students consider all options. Progress Tutors will work closely with students on their personal statement helping them to complete it on time.</p> <p>S6C is supported by Apprenticeships Support & Knowledge for schools. Our apprenticeships adviser will deliver training for staff, parents and students on</p>	<p>Student Services Manager - Mrs Rosie Roberts roberts@salisbury6c.ac.uk</p> <p>Head of Year 13 - Mr Richard Eno reno@salisbury6c.ac.uk</p> <p>Head of Year 12 -</p>

	<p>available apprenticeships, locally and nationally, how to research them and how to apply. These sessions take place as part of our Development Days and Information Evening for Parents.</p>	<p>Miss Sophie Bellars sbellars@salisbury6c.ac.uk</p>
<p>The careers programme will be tailored to each student's needs and aspirations. (Gatsby Benchmark 3 - addressing the needs of each student)</p>	<p>Before students join S6C, when they apply and are interviewed for a place, applicants are asked what their intended destinations after college are so that an appropriate programme of study is offered. This is recorded and passed on to Head of Year 12 to give a picture of the aspirations of the year group. This information is then used to tailor the careers programme and information given to Progress Tutors in preparation for 1:1 meetings. Applicants are asked if they have had a careers adviser appointment.</p> <p>Students will complete skills audits at appropriate times during their studies. They will assess their own employability skills, experience to date and consider their current aspirations and careers plans for post-18 options. The results of these surveys will be used to tailor the careers plan and influence the employers and universities that are invited in to the College. The results of the skills audit will be discussed with the Progress Tutor in 1:1s in order to give each student tailored advice.</p>	<p>Student Services Manager - Mrs Rosie Roberts roberts@salisbury6c.ac.uk</p> <p>Head of Year 12 - Miss Sophie Bellars sbellars@salisbury6c.ac.uk</p>
<p>All students learn about available careers related to their chosen study pathway (Gatsby Benchmark 4 - linking curriculum to careers)</p>	<p>Teachers will arrange visiting speakers where relevant to the curriculum and relevant trips and visits which includes hearing from employers, universities and visiting workplaces.</p> <p>S6C will have a programme of visiting speakers throughout the year which</p>	<p>Subject teachers - please see staff list on website.</p> <p>Head of</p>

students will be asked to attend. These talks will take place on a Wednesday afternoon and will be related to a variety of topics including British Values, careers and employability and also curriculum related. Parents and Governors, as well as local employers and education providers will be invited in to speak.

If you are an employer and you are interested in delivering a talk to our students about your own careers pathway or your current employment sector, please contact the Head of Year 12 or Head of Year 13 to arrange a Wednesday afternoon slot.

S6C also has an Aspire to Excellence Programme for students aiming for the most competitive universities and university courses. The Aspire to Excellence coordinator will invite visiting speakers to talk about competitive university routes and students will also have an opportunity to visit Oxford University.

Year 12 -
Miss
Sophie
Bellars
sbellars@salisbury6c.ac.uk and
Head of
Year 13 -
Mr Richard
Eno
reno@salisbury6c.ac.uk

Aspire to
Excellence
coordinator
- Dr Sally
Tye
stye@salisbury6c.ac.uk

All students will have the opportunity to hear from local and national employers and local and national universities and education providers about opportunities available and gain advice on applying (Gatsby Benchmark 5 - encounters with employers and employees. Gatsby Benchmark 7 - encounters with further and higher education)

As part of the PSHCE programme, S6C runs Development Days every term where the normal timetable is collapsed and students attend sessions throughout the day on a particular theme. As well as the day focused on making applications in the summer term, we also have a day focused on researching choices beyond college in the spring term of Year 12. Local and national employers and further and higher education providers will be invited in to deliver sessions on the opportunities they offer. This will give students an opportunity to learn about career and labour market information as well as gaining advice on how to research opportunities and apply.

Students will also have a particular focus on careers and employability in the spring term as we have a Careers Fortnight where we invite in a Level 6 trained careers adviser, employers and education providers to deliver talks to students as well as an information fair for students and an information evening for parents on apprenticeships and higher education.

Head of
Year 12 -
Miss
Sophie
Bellars
sbellars@salisbury6c.ac.uk

Student
Services
Manager -
Mrs Rosie
Roberts
rroberts@salisbury6c.ac.uk

Students will hear from employers and education providers through our programme of visiting speakers. These talks will take place on a Wednesday afternoon. Parents and Governors, as well as local employers and education providers will be invited in to speak.

If you are an employer and you are interested in delivering a talk to our students about your own careers pathway or your current employment sector, please contact the Head of Year 12 or Head of Year 13 to arrange a Wednesday afternoon slot.

All Year 12 students will have the opportunity to visit a UCAS Fair which is a large exhibition of higher education providers from across the country. There are usually also exhibitors representing apprenticeships, Army, Navy, RAF and other employment routes.

In the spring term of Year 13 a university will visit to speak to all UCAS applicants regarding the next steps in the application process including replying to offers, applying for housing, applying for student finance, etc. This gives all students the opportunity to ask questions about making the transition to higher education.

Head of
Year 12 -
Miss
Sophie
Bellars
sbellars@salisbury6c.ac.uk and
Head of
Year 13 -
Mr Richard
Eno
reno@salisbury6c.ac.uk

Student
Services
manager -
Mrs Rosie
Roberts
rroberts@salisbury6c.ac.uk

Student
Services
manager -
Mrs Rosie
Roberts

	<p>Year 13 students will also have the opportunity to visit a careers fair outside of the College with local and national employers. Students not making an application to higher education will be asked if they would like an employment mentor - we will aim to link up students with local employers who can advise on career options in the local areas and give application advice.</p> <p>If you are a local employer and you would be interested in being a mentor, please contact the Head of Year 13.</p>	<p>rroberts@salisbury6c.ac.uk</p> <p>Head of Year 13 - Mr Richard Eno</p> <p>reno@salisbury6c.ac.uk</p>
<p>All students given opportunity to have meaningful encounters with employers and experiences of workplaces (Gatsby Benchmark 6 - experiences on workplaces)</p>	<p>All student studying vocational courses (BTECs or CTECs) will complete work experience as part of their course. This will be arranged with the help of their teacher. Vocational students will also work on briefs that are based on real work scenarios as part of their qualification which may include live briefs working with local employers.</p> <p>All students are encouraged to arrange their own volunteering and work experience outside of College. We work with local charities, such as the Trussell Trust, to highlight volunteering opportunities to students and encourage them to make contact with employers and charities themselves. Progress Tutors will discuss these opportunities with students and record evidence of any experiences arranged and completed by the student.</p> <p>If you are a charity or employer who has a volunteering, work experience or work shadowing opportunity you would like to offer to our students, please contact the Student Services Manager.</p>	<p>Vocational teachers - please see staff list on website.</p> <p>Student Services Manager - Mrs Rosie Roberts</p> <p>rroberts@salisbury6c.ac.uk</p>

	<p>S6C has good connections to the Salisbury Chamber of Commerce and we plan to arrange workplace visits to the local employers that we are connected to.</p> <p>If you are a local employer and would like to invite students to visit your workplace and hear about career opportunities available in the local area, please contact the Student Services Manager.</p> <p>The College will also offer the opportunity to take part in the “NHS Experience” which is a week of opportunities to visit Southampton Hospital and meet with employees and take part in work shadowing to learn about career paths and job opportunities within the NHS.</p>	<p>Student Services Manager - Mrs Rosie Roberts rroberts@salisbury6c.ac.uk</p> <p>S6C Principal - Mr Simon Firth sfirth@salisbury6c.ac.uk</p>
<p>All students have access to tailored guidance and support regarding their future options and aspirations. Records will be kept about the students plans and engagement in the careers programme and development of employability skills (Gatsby Benchmark 8 - Personal Guidance)</p>	<p>Students will have 1:1 sessions with their Progress Tutor throughout year 12 and 13. At appropriate times these discussions will be guided by the Head of Year 12/Head of Year 13 and evidence will be recorded of careers research and planning and employability skills developed. Progress Tutors may also review visiting speaker talks that a student has attended within College and ask them to evaluate the usefulness or the talk for their own career planning. 1:1 sessions will enable tutors to tailor the advice given to the needs of each student. Progress Tutors will be given training by a Level 6 qualified Careers Adviser on how to promote the use of careers websites such as SACCU, UCAS and The National Careers Service as well as Find and Apprenticeship in order to make sure all students are aware of opportunities available to them and to raise aspirations.</p>	<p>Progress Tutors.</p>

All students will register with Unifrog, online software that the College subscribes to to help students research appropriate course choices. Tutors will review the research students are doing on Unifrog and discuss it in their 1:1s. Unifrog helps students narrow down course choices (higher education and apprenticeship) according to search criteria that is important to the individual student.

In year 13 students are allocated to Progress Tutors based on their intended destination. Their new Progress Tutor has knowledge in the area in which the student intends on going into and therefore can support them through the research and application process. Students may be in a tutor group with other students also applying for apprenticeships, employment or university or to competitive universities and courses such as medicine, veterinary, dentistry or Oxbridge.

S6C works with a Level 6 qualified external careers adviser and any student can request a 1:1 appointment to have personalised careers guidance.

Head of
Year 12 -
Miss
Sophie
Bellars
sbellars@salisbury6c.ac.uk

Head of
Year 13 -
Mr Richard
Eno
reno@salisbury6c.ac.uk

Student
Services
Manager -
Mrs Rosie
Roberts
rroberts@salisbury6c.ac.uk