



The Henslow School Careers Guidance Policy

The Department for Education published updated guidance relating to careers advice in August 2023, "Careers guidance and access for education and training providers."

"Careers guidance" is understood in this document to be the full range of activity delivered under the eight Gatsby Benchmarks.

Colleges also have a legal requirement to provide all college students with guidance materials and a wide range of up-to-date reference materials relating to careers education and career opportunities, as per section 45 of the Education Act 1997.

The update states that independent careers guidance **must**:

- Be presented in an impartial manner (independent careers guidance)
- Feature information on the range of education or training options, including apprenticeships and other vocational pathways for years 8 to 13.
- Promote the best interests of the students to whom it is given

The Henslow School adopts and supports these intentions.

The Henslow School's careers intentions:

- To provide relevant and accessible information to all students on the full range of opportunities open to them and to foster an understanding of where such choices may lead.
- To provide a programme of study and experiences to enable students to develop the skills expected in a working environment e.g. Personal Learning and Thinking Skills.
- To encourage an attitude of self-worth and the development of personal autonomy so that students may achieve.
- To promote Social Inclusion through the careers programme.
- To enable all students to make reasoned, informed and appropriate career choices.
- To support students to make choices about academic and/or vocational training in Year 10 and Year 11.
- To facilitate the transition of students to courses of study, employment and training post 16.
- To develop the basic skills required to present oneself at interview.
- To use work experience appropriately to support student knowledge and skills.

This Policy covers all students regardless of their abilities and/or needs (refer to the schools Special Needs and Equal Opportunities Policy).

Through individual careers interviews, LAC reviews, PEP meetings and SEN/EHCP annual reviews the Henslow School will seek to ensure that each student has access to the appropriate advice whether this is provided through a home county based careers advisor or the school's attached advisor, as well as accessing our in-house careers programme. It should be noted that for our vulnerable cohort, careers advice is sometimes better delivered by individuals who know that young person best. When our young people present to careers advisors who are strangers, conversations can be uncomfortable and unrealistic in their outcomes. Students should be supported to access independent advice by a known individual, in order to get the best and most relevant outcomes for that student.

In addition to our careers programme delivered as discrete lessons, the schools enterprise/project days will also provide opportunities for experiencing activities which may fall inside certain career areas, where this is the case these links will be made explicit. Guidance requires schools to ensure that education or training providers can access students at least once a year from Years 8 to 13 to provide information about a range of post 16 pathways, including technical education qualifications or apprenticeships. The Henslow School will endeavour to meet this requirement. The school will hold an annual careers day where access will be promoted and encouraged, as well as a range of opportunities offered. Our weekly project sessions for Key Stage three students also provide an opportunity for developing the skills for working life as well as encouraging students to use all of their subject knowledge in a problem-solving forum. The arrangements for students to continue studying core subjects post 16 has been noted and is shared as appropriate with students.

The careers teacher/Head/Deputy Head teacher will also take on the responsibility for producing any references required by training providers or employers in order to consider students. Career Planning information will be recorded at the appropriate reviews and the careers teacher will hold records of students aims and thoughts relating to their futures.

It is noted that schools have been asked to work with local authorities to identify young people who are in need of targeted support or who are at risk of not participating post -16. Every attempt will be made to ensure appropriate plans for Year 11 leavers but care services must play their part in this planning. These young people may require additional pathway planning.

The Gatsby Benchmarks are set out in the appendix below and will be used by the Henslow School to self-assess its careers guidance programme/offer on a regular basis.

The Henslow School Provider Access Policy Statement.

This statement sets out the school's arrangements for the access of providers to students at The Henslow School for the purpose of giving students information about the provider's education or training offer.

Student entitlement:

All students in year's 8 to 13 are entitled to:

- To find out about the full range of technical education qualifications and apprenticeships as part of their careers programme (The Baker Clause).
- To hear from a range of providers about the opportunities they offer
- To understand how to make applications for the full range of technical and academic courses.

Any provider wishing to request access for these purposes should contact the Head Teacher, Jacqui Brooks at Jacqui.brooks@reflexionseducation.org.uk Providers are welcome to send/leave information and prospectus with the school for distribution as appropriate.

The school will use its Visiting Speaker Policy to inform and prepare all visitors for access to students. In meeting these obligations, The Henslow School will invite providers to its annual careers day and seek opportunities for students to attend appropriate careers events locally and in their home county.

Through a range of opportunities, the Careers Tutors and Teachers are encourage to access centralised resources offering the most up to date advice guidance within the Careers, PSHE, Personal Skills and Pastoral curriculum planned sessions.

Legislation guidance referred to:

Section 42A, 42B, 45 and 45A of the Education Act 1997

Section 72 of the Education and Skills Act 2008

Schedule 4 (15) of the School Information (England) Regulations 2008

Resources:

[1051_SEND Gatsby Toolkit Refresh V8.pdf \(careersandenterprise.co.uk\)](#)

<i>Last Reviewed</i>	<i>August 2023</i>
<i>Next Review Due</i>	<i>August 2024</i>
<i>Reviewed by</i>	<i>Head Teacher and Careers lead</i>

Appendix 1:

The links below contain a wealth of information and resources for teachers, students and parents:

Exploring Careers

- [National Careers Service](#) - A comprehensive careers website with job profiles, outlining: the skills required, main tasks, pay levels and career prospects for hundreds of different jobs. In addition, valuable guidance on the different stages involved in getting a job.
- [iCould](#) - Check out 1000s of career videos to help you on your careers journey. You can also self-assess your 'personality type' here as well.
- [Careers Box](#) - A free careers resource showing 100s of real people doing real jobs.
- [MYPATH](#) - general careers videos, but especially good for Science and Maths
- [The Marches Careers Hub](#) - Longer 10 minute videos from local people covering a range of careers.
- [BBC Bitesize](#) - Whether you're deciding what to study, taking your exams, planning a career or just curious, the Bitesize team can explain the world of work, with advice from people who have found the right path for them.
- [UCAS](#) - a very helpful website for students thinking of applying to higher education. Also contains valuable information on different options, including apprenticeships.
- [Community Resource](#) - Help with solving young people's transport issues in getting to college etc.

Jobs by School Subject

- [Career Pilot](#) - a great range of videos covering careers by the school subjects they relate to.

Local Post 16 providers

- [Shrewsbury Colleges Group](#)
- [North Shropshire College](#)
- [Reaseheath College](#)
- [Hereford and Ludlow Colleges](#)

Apprenticeships and local providers

- [Apprenticeship.gov.uk](#) Essential to register if looking for apprenticeships.
- [Shrewsbury College Apprenticeships](#)
- [Telford College Apprenticeships](#)
- [North Shropshire College Apprenticeships](#)
- [County Training](#)

- [Juniper Training](#)
- [Nova Training](#)
- [MCMT](#)
- [SBC Training](#)
- [ProVQ Apprentice - Shrewsbury](#)
- [NHS apprenticeships in Telford and Shrewsbury](#)
- [Severn Trent apprenticeships](#)

Career specific websites

Medicine

- [Step into the NHS](#) - Careers in the NHS aimed at KS3.
- [NHS Careers](#) - Careers in the NHS aimed at KS4.
- [Generation Medics](#) - Careers in medicine.
- [Taste of Medicine](#) - Guide to getting into medicine.

Teaching

- [Get into Teaching](#) - Help and advice on how and why to get into teaching.

Armed forces

- [Before you Sign up](#) - Pros and cons of joining the armed forces.
- [Royal Navy Careers](#)
- [RAF Careers](#)
- [Army Careers](#)

Accountancy

- [ICAEW](#) - Info on entry routes, training and opportunities in accountancy.

Animal Care

- [Vet Sure](#) - Information on how to become a vet.

Aerospace

- [Careers in Aerospace](#) - To explore opportunities in aerospace.

Science, Technology, Engineering and Maths (STEM)

- [Tomorrow's Engineers](#) Careers in the engineering sector.
- [Maths Careers](#) - Helps choose your routes to a Maths Career.
- [Science Career Pathways](#) - Careers opportunities working within the Science based industries.
- [This Is Engineering](#) - Engineering can help you make a difference in the world.

Digital/web careers

- [Bubble Jobs](#) - Explains different kinds of careers in Digital/Web sector.
- [TP Degrees](#) - What digital role might suit you?
- [Capgemini](#) - Careers opportunities and apprenticeships at Cap Gemini

Law

- [All About Law](#) - A guide to degrees and careers in Law.
- [LNAT](#) - Guide to the test you may have to take to gain entry onto a Law degree. Every year Shrewsbury School run LNAT master classes. E-mail tpp@shrewsbury.org.uk.
- [Law Careers](#) - Guide to becoming a Lawyer.

Creative

- [Careers in Music](#) - A useful website on careers in music.
- [CC Skills](#) - Careers advice on working in the creative industries. Includes jobs/internship/work experience abroad.
- [My Fist Job in Film](#)
- [Discover Creative](#) - Bringing together careers information and opportunities from creative organisations in one explorable directory.

Media

- [Channel 4](#) - Opportunities to begin and develop your career in the media industry.
- [BBC](#) - Entry and work experience schemes in engineering, journalism and production.
- [Screen Skills](#) Investing in the people driving the success of UK Film, TV, animation and games.
- [Opportunities at ITV](#)

Hospitality and Travel & Tourism

- [Tasty Careers](#) - Careers in the food and drink sector.
- [The Chartered Institute of Logistics and Transport](#) - Jobs in the transport and travel industry.
- [Career Scope](#) - Careers info on jobs in hospitality, tourism and leisure.
- [Cruise.Jobs](#) - Information on jobs on cruise ships.
- [Careers at Sea](#) - From ferries to container ships - careers in the Merchant Navy.

Motor Industry

- [Autocity](#) - Find your dream job in the motor industry.

Construction

- [Go Construct](#) - Providing information around careers in construction.

Writing

- [Indeed Careers in Writing](#)

Sport

- [UkSport.gov.uk](#)

Appendix 2: The Gatsby Benchmarks

1 A STABLE CAREERS PROGRAMME	Every school and college should have an embedded programme of career education and guidance that is known and understood by pupils, parents, teachers, governors and employers.
2 LEARNING FROM CAREER AND LABOUR MARKET INFORMATION	Every pupil, and their parents, should have access to good quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.
3 ADDRESSING THE NEEDS OF EACH PUPIL	Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout.
4 LINKING CURRICULUM LEARNING TO CAREERS	All teachers should link curriculum learning with careers. STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.

<p>5 ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES</p>	<p>Every pupil should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.</p>
<p>6 EXPERIENCES OF WORKPLACES</p>	<p>Every pupil should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.</p>
<p>7 ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION</p>	<p>All pupils should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.</p>
<p>8 PERSONAL GUIDANCE</p>	<p>Every pupil should have opportunities for guidance interviews with a career adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs.</p>