

## **009A Careers Entitlement Statement**

**Responsibility: Heather Jones**

**Next Review: September 2025**

### **Pupil Entitlement**

Every pupil is entitled to high quality career education and guidance as part of their overall education. The CEIAG programme is designed to meet the needs of all learners at Holmfirth High School. LAC and EHCP pupils are entitled to additional support from LEA services, currently provided through C+K Careers.

### **Careers Education**

The careers programme, including learning outcomes, key events and experiences can be viewed on the school website. For all pupils there is a clear progression framework. The careers programme is planned, monitored and evaluated by the Senior Leadership Team and the named Careers Leader.

- In year 7 pupils will understand their own skills, characteristics, and goals. Pupils will challenge stereotypes and be ambitious. Pupils will have employer encounters that support these aims.
- In year 8 pupils will increase their knowledge of labour market information. Pupils will have opportunities to discover more about the local and national economy. Pupils will take part in careers panels with representatives from industry to learn more about current job roles and how jobs will be evolving in the future. Pupils will take part in an Enterprise Day to make sense of their employability skills and characteristics.
- In year 9 pupils will become effective decision makers. Pupils will understand future progression pathways including GCSE Options, Further Education, Apprenticeships and Higher Education.
- To inspire pupils in year 10 to pursue sustainable and rewarding careers will use software to explore local labour market information and potential career interests. All pupils will have a mock job interview, an experience of at least one Post 16 Further Education or Training provider, attend at least one university, and will have an experience of working with employers (work experience week). Apprenticeship providers will deliver sessions to raise awareness of work based training and local opportunities.

- In year 11 we will prepare all pupils to transition to post 16 destinations. All pupils will have a careers guidance interview to explore their longer-term ambitions and possible routes to attain their goals. The Post 16 Fair will allow pupils, parents and carers to meet with Sixth Forms, Colleges, Training and Apprenticeship providers. All pupils will have completed a post 16 application by January 31<sup>st</sup>. Pupils will be offered the opportunity to join the National Citizens Service activities to help develop employability skills during the summer holidays.

## **Individual Careers Guidance**

Careers guidance interviews provide pupils with an opportunity to discuss their individual circumstances and future plans with a qualified Careers Adviser, helping them to make informed decisions and appropriate choices. In partnership with Progress Careers - an external, independent and impartial careers guidance service - we will support you to aim high in your career goals and aspirations.

As pupil at Holmfirth High School you are entitled to careers guidance which:

- ✓ is personal to you and always puts your interests first
- ✓ motivates and inspires you to consider all opportunities open to you at Post 16.
- ✓ helps you to gain the skills you need to make your career ambitions a reality
- ✓ provides the support you need to be successful and helps you access any additional support you might need
- ✓ is delivered by trained and qualified advisers, with up-to-date knowledge and understanding of career pathways and local labour market information
- ✓ protects and respects your personal information and shares it only with your consent

Individual careers guidance is provided at key stages of transition:-

- Students in years 7-9 are invited to self-refer for individual appointments to discuss their career options, or alternatively attend a weekly drop-in session which can be booked through Frog.
- All Year 10 and 11 students are invited to an individual appointment to discuss their post-16 plans and options. Pupils also have access to a weekly drop-in session bookable through Frog.

## **Work Related Learning**

Employability and Labour Market Information are embedded in CEIAG activities across the curriculum, and year 10 pupils participate in work experience which helps to inform career choice and support post 16 applications.

Work experience is one of the most important links between employers and schools/colleges. This exposure to work is a significant step in preparing young people for adult and working life by developing their personal and social skills as well as the key skills they will need for the world of work. Work experience placements are only permitted by law for students during Key Stage 4 and above and Holmfirth High School is committed to offering all students in Key Stage 4 an opportunity to undertake a work experience placement even though it is no longer a statutory requirement for this age group.

Our Careers Advisers offer group and bespoke guidance on the importance of work experience in various occupational sectors, CV and application writing, and sourcing placements.

### **Careers Information and Resources**

There is a dedicated careers area of the school website, which is specifically targeted to the needs of Holmfirth High School pupils and their parents. The website is regularly updated and contains a range of useful information and essential links to other sources offering independent, impartial and relevant CEIAG advice. Details of the careers programme and events and activities are available on the website

Teachers in the school and staff from Progress Careers will support students' career development in a number of ways including:

- Use of the Morrisby platform from year 7
- Access to careers advisers in a variety of ways including individual meetings, drop-in sessions, parent and student evenings and results days.
- Providing careers information through form tutors and the Morrisby form time curriculum.
- Providing information and opportunities for discussion in lessons through our 'Careers in the Curriculum' programme, RPSE lessons and assemblies to help students make decisions about their futures.
- Cultural Curriculum events and opportunities.
- Providing information and updates on notice boards, school website and FROG.

### **Parent/Carer Entitlement**

Teachers in the school and staff from Progress Careers will provide information for parents and carers to allow them to effectively support students' career development in a number of ways including:

- Allowing parents have access to careers advisers through individual meetings, parent and student evenings, our Morrisby platform and results days and via email.
- Providing Information and updates on the school website, the Progress Careers website and links to nationally approved websites.

There are some very simple and practical steps you can take to support your child.

- Talk to them about their current educational attainment and estimated grades and encourage them to aim high, aiming to progress to Level 3 qualifications at Post 16.
- Ask them to share their Morrisby profile with you this will contain robust information based on aspiration quizzes.
- Discuss where they want to be and research how to get there. There are lots of great resources in the school and on our website.
- Encourage them to seek out the advice and experiences they need to help them achieve their goals.
- Help them with the steps they need to take.

Parents/Carers are welcome to attend their child's careers meeting and we encourage parents/carers to contact Holmfirth High School or Progress Careers to receive any more help or information.