



## Rationale

Careers education and guidance along with work experience programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life. The school provides impartial information, advice and guidance on careers education and work experience through Our Futures to support students effectively plan future career pathways. This involves bespoke support around higher education; apprenticeships and employment. **The aim is to ensure all pupils secure the right courses at right levels to sustain post-16 and post-18 destinations.**

## Some Key Facts about Leadership and Management:

- The school places a premium on the design and delivery of high quality CEIAG and work experience for all students: the Vice Principal, Mrs Simpson and Head of CEIAG Ms Bhaimohmed, has responsibility for the strategic direction of this work at KS3 and KS4. The Director of Higher Education and Head of Sixth Form, Mrs Kaufman, is responsible for this work at KS5.
- Head of CEIAG Ms Bhaimohmed, has leadership and management of CEIAG, and raising participation and reports directly to the Vice Principal, Mrs Simpson.
- Director of Higher Education, Miss Smith is responsible for the school's Higher Education Programme and oversees the UCAS application procedure reporting directly to the Head of Sixth Form. The Early Applicant Co-ordinator, Ms Hilton, supports students with the application process.
- Independent Careers Advisors (Level 7 qualified) provide impartial information, advice and guidance commissioned through Our Futures for students and support the work experience programmes and planning post-16 options. The school works closely with external agencies, such as Manchester College and the University of Manchester on delivering STEM/Non STEM events.
- All staff are expected to contribute to CEIAG through their roles as form tutors and subject teachers.

## Gatsby Benchmarks

William Hulme Grammar School is committed to ensuring that its Careers Education Information Advice and Guidance (CEIAG) programme is in line with the eight Gatsby benchmarks for ensuring best practice, as recommended by the Department for Education's statutory guidance (2018).

### The Gatsby Benchmarks

1. A stable careers programme
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. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

## Some Key Facts about Provision:

### Theme - Raising Awareness: KS3 – An Overview

#### Core Curriculum:

- Years 7 to 9: Careers videos and life skills session are delivered through PSHE lessons and active form time.

#### Extended Curriculum: Case Study on Year 9 CEIAG

- Year 7 to 9: drop-down days on raising awareness of careers
- Year 9 Options: Assemblies; Information Evening and Parents' Evening
- guidance interviews with members of the ELT; Heads of Year; Head of Careers and SENCO
- University of Manchester Gateways programme
- KS3 Unifrog workshop
- Milk Education workshops - Career options, aspirations and life choices.

### Theme – Focussed Career Pathways: KS4 – An Overview

#### Core Curriculum:

- Year 10 attend group work sessions led by the Head of Careers during PSHE lessons

#### Extended Curriculum:

- Raise awareness of Apprenticeships – Manchester College Trip
- Visits to Manchester College for study sessions and to look at the range of courses available for targeted students
- Year 11 and 10 LAC students receive 1:1 IAG from Head of Careers on CV building; interview skills and college applications
- Year 11 receive 1:1 careers interview (early, targeted support for vulnerable students)
- Year 10 involved in Careers Day (Interpersonal Skills)
- Year 10 to attend a 1-week work experience placement
- KS4 Unifrog workshop
- KS4 supported on - CV writing and letters of application from CEIAG Head Lead
- UA92 workshops – Master confidence and confidence building activities
- One Million Mentors (1MM) - community-based mentoring project with one simple aim: to connect one million young people with one million life-changing opportunities. One-to-one mentoring, supports students in growing their knowledge, support them in networking, build their skills and confidence for them to succeed.

### Theme – Focussed Career Pathways: KS5 – An Overview

#### Core Curriculum:

- Sixth Form students attend group work sessions led by the Sixth Form Team and external speakers

#### Extended Curriculum:

- Raise awareness of post-18 pathways including degree courses, apprenticeships, degree apprenticeships and employment
- Visits to HE convention and a university open day to raise awareness of courses and university life
- Year 12 attend workshops on applying to HE and writing personal statements
- Year 12 attend workshops on CV writing and letters of application from IDG workshops

- Year 12 attend workshops on Unifrog and apprenticeships
- Year 12 secure and attend a 1-week work experience placement
- Sixth Form Early Applicant students receive 1:1 support and advice from the Early Applicant Co-ordinator
- Year 13 students and parents/carers attend individual Academic Review and Post-18 Options interview
- Identified Year 13 students receive 1:1 independent careers advice including vulnerable students

## Strategy Information and Review

<b>Designated Lead Person/s</b>	Mrs Simpson, Vice Principal / Ms S Bhaimohmed, Head of CEIAG
<b>Reviewed</b>	Annually
<b>Date of last review and by whom</b>	July 2024
<b>Next Review Date</b>	July 2025

