

John Leggott Sixth Form College

Opportunities and Destinations



Careers Team – Katie Tune and Kimberly Gough

Our highly experienced and dedicated careers team is on hand to provide specialist careers advice and guidance to students throughout the year. We organise a number of career directed events each year where students will have the opportunity to: attend workshops, receive one-to-one advice, UCAS support, guest speakers from a variety of careers, universities and employers and secure work experience placements and much more.

Careers Programme 2018 – 2019

At John Leggott College we help students plan their career and destination, whatever their aspirations, the Opportunities and destinations department helps students to fulfil ambitions and achieve their goals. We work with students to:

- Explore potential progression pathways
- Develop and enhance employability skills
- Discuss ideas and support them to make the right choices
- Research degree programmes
- Identify appropriate universities
- Support applications for apprenticeships, employment and further training

Gatsby Benchmarks

After six international visits, analysis of good practice in English schools and a comprehensive review of current literature, John wrote the [The Good Career Guidance Report](#) which identifies a set of eight benchmarks that schools can use as a framework for improving their careers provision. These benchmarks have been well received by schools, government and a wide range of stakeholders.

The eight 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

This study, together with a literature review, a survey of English state schools and a costing exercise, resulted in a set of benchmarks identifying the different dimensions of good career guidance. *The Benchmarks for Colleges booklet can be found [here](#).*

Gatsby believes that every young person, in every learning environment, needs high quality career guidance to make an informed decision about their future. The statements below show how at John Leggott College our provision is meeting The Gatsby Benchmarks through our careers and employability programme as well as cross the curriculum:

1. PROVISION OF A STABLE CAREERS PROGRAMME

- The careers programme is published on the website and parents, governors and staff, stakeholders etc. are aware of it.
- Awareness of the changing labour market is acknowledged and informs the content and delivery of the programme.
- The programme design and delivery is embedded within college curriculum. Through tutorials and careers appointments.
- The careers programme is promoted to students, parents and staff via- the weekly focus, tutorials, social media and our website.
- Throughout the year the programme is continuously reviewed and adapted to suit the needs of our learners.
- Parents, Carers and students have access to their one to one appointments via Cedar.

2. LEARNING FROM CAREER AND LABOUR MARKET INFORMATION

- The opportunities and destinations desk is located in a central and is easily accessible by students.
- Students can access support from the Careers team and their AAs regarding interviews, job applications, apprenticeships, educational institutions, courses, qualifications, entry requirements, student finance and UCAS.
- The local Labour Market Information is displayed throughout the college.
- Students have access to a wide range of literature around careers and their progression opportunities.

3. ADDRESSING THE NEEDS OF EACH PUPIL

- Students are offered 1-1s, data is recorded on their Pastoral Logs. Each appointment is tailored to the needs of the learner.
- We raise the aspirations of the students through: Regular talks from Russell group universities, Alumni students, apprenticeships, work placement.
- Work experience and/or specific courses are identified to ensure progression routes are met.
- Students are offered key information and guidance during the different stages of their career journey.

4. LINKING CURRICULUM LEARNING TO CAREERS

- All teachers promote, relate and highlight throughout the course appropriate progression routes, pathways and careers relevant to their subject.
- Teachers link curriculum learning to employment and students are encouraged to explore careers within the field of their studies.
- Subject areas plan where appropriate and invite guest speakers and employers to discuss progression opportunities in their area.

5. ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES

- Every student has the opportunity to take part in workplace with our 350+ providers.
- Students take part in trips, activities to help raise aspirations, to motivate and inspire them.
- Employers are invited into College to deliver talks, fairs and workshops within their field of employment.

6. EXPERIENCES OF WORKPLACES

- All students have the opportunity to undertake meaningful work experience. This is supported by our Employability Team within the Destinations and Opportunities department.
- Students are encouraged to participate in employment relevant to their chosen career pathway.
- Students undertake activities related to curriculum learning.
- 1-1 Interview sessions take place twice a year September and March. Students are recorded to view for analysis and feedback
- Employers provide feedback to encourage improvement and offer personal development advice

7. ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION

- Students have access to numerous events throughout the year including University Taster Days, Oxbridge experience, UCAS exhibitions at Sheffield, and visits to university Open events, Summer Schools and Your Move, Your Future event.
- Students are offered workshops and one-to-ones with university representatives regarding Personal Statements, Student Finance and Access Programmes.

8. PERSONAL GUIDANCE

- Every student is offered a one-to-one guidance session with a member of the Destinations team.
- Students can access a range of activities throughout the year.
- Parents are encouraged to attend events organised by the Destinations team to inform and support progression routes for students.
- The Destinations and Opportunities team are on hand at Interview Evenings, Enrolment Days, Parents Evening, HE Evenings, Fairs, Results and Open Days to offer guidance and support.

Careers programme 2018/19

<u>Pre-enrolment</u>	<u>14-16 Academy</u>
<p>Open Events Students considering JLC as a options post 16 will have the opportunity to speak to subjects staff and a careers advisor will also be at these events.</p>	<p>1st July students take part in a week of meaningful work experience.</p>
<p>Taster days Student will have subject focused workshops and information about progression.</p>	<p>Year 10 and 11 have a 1-1 independent careers appointment (GP Careers Consultants)</p> <p>Year 11s to have an initial interview with the School Partnership Team from JLC.</p>
<p>Initial Interviews During the initial interview the recruitment team will support students in selecting the correct subjects at post 16 this will be in line with their career plan.</p>	<p>Drop down day- linking to other opportunities: apprenticeships, CV writing, interview skills</p>
<p>College Interviews At the interview day students can ask for advice and guidance from the interviewer about their subject choices.</p>	
<p>Enrolment day Students will be directed to a subject focus interviewer that links to their chosen subject. They will also have the opportunity to talk to area leads and a careers advisor.</p>	

<u>Date</u>	<u>Events</u>	<u>Continuous provision for all students</u>
September	<ul style="list-style-type: none"> • Careers introductions: meeting the team/the service/ next steps and raising aspirations. • Introduction to Unifrog and Moodle/Careers • Year 2 Tutorials: How to apply to HE • Oxford/ Cambridge: Drop in sessions • Bishop Grosseteste: routes into teaching and personal statements. • Newcastle University visit: Personal Statement 	<p>Careers recourses (prospectus, employment guides, Unifrog)</p> <p>Moodle and Social Media updates and links.</p>
October	<ul style="list-style-type: none"> • Year 2 Tutorials: Step by step guide on how to use UCAS. Ongoing • Year 1 Tutorials: Introductions to UCAS, how to apply for an apprenticeship and employment. • 12th IT and computing: Peer mock interviews. • 10th UCAS Deadline: Internal Early applicant deadline (for Oxbridge, Medicine, dentistry and veterinary) • Leeds Beckett visit: Student life and student finance. • Russell group talks 	<p>Emails updates of open events, apprenticeships, guest speakers and events.</p>
November	<ul style="list-style-type: none"> • Year 2 Tutorials: Step by step guide on how to use UCAS. Ongoing • Year 1 Tutorials: 7 areas of employability. • 16th UCAS Deadline: Internal Nursing and Teaching • 23rd UCAS Deadline: Internal • 15th Oxbridge: Interview skills • Hull York Medical: Student life and student finance • Lincoln Uni: Q&A drop in session • Manchester Met: Interview techniques, Degree apprenticeships and student life • Sheffield Hallam: Interview skills, Health and Social Care 	<p>Subject led events</p> <p>Trips and visits</p> <p>Access to one to one appointments with a careers advisor.</p>
December	<ul style="list-style-type: none"> • Year 2 Tutorials: Step by step guide on how to use UCAS. Ongoing • 5th Economics: Apprenticeship workshops in Sheffield GEC • HETA: How to apply for an apprenticeship. • Huddersfield Uni: Computing and ICT • University of Liverpool: Student life 	<p>The opportunity to take part in work experience.</p>
January	<ul style="list-style-type: none"> • 15th -Science- Big Bang careers fair- students will have access to a variety of different employers linking to the science or STEM industry. • 15th UCAS National Deadline 	

February	<ul style="list-style-type: none"> • Not applying to Uni? " information and guidance on CV skills. 	
March	<ul style="list-style-type: none"> • 22nd UCAS: Opening for applications 2020 • 1st Oxbridge: Trip to Oxbridge • 5th-10th National apprenticeships week: Tutorials offering links and key information on apprenticeships, guest speakers • 4th-9th National Careers Week: A variety of activities support careers and progression. 	
April-July	<ul style="list-style-type: none"> • Mock Interviews • HE & Careers Fair – over 90 guest presenters from universities and employment attend the event to talk to students on all aspects of career progression • HE Parents Event – guest presenters, progression options and career routes • 30th UCAS: Last day to send applications to UCAS • Your Move Your Future. • 4th UCAS: Last day to add extra choices 	