



# **Policy: Careers Education and Guidance Policy**

**Independent School Standards:**

**Next review by governors**

**Latest update**

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## Contents

1. Introduction .....	3
2. Breakdown of each year groups curriculum relating to Careers .....	4
3. Information, advice and guidance about education and training providers .....	5
4. Helpful links to other provisions .....	6

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# 1. Introduction

As part of the education we offer at Ocean Lodge Independent School, we encourage pupils to reflect upon who they are, and who they would like to become in every part of our curriculum and school life. We strive to help all our pupils, be the very best version of themselves.

As is the nature of our pupils, anxiety will have made looking forward a barrier to seeing their full potential.

We have a pastoral lead, who oversees the careers and post-16 provision. We start in year 7 by providing information, advice and guidance for all pupils, on life after school and the working world alongside further education.

We arrange work experience at the right time for each individual pupil. As part of a bigger independent care company, we have two offices where our pupils can complete work experience and also receive the SEND support they may require.

Added to this is our numerous outside business links and other local provisions who specialise in SEND work experience.

All teachers at Ocean Lodge Independent School take an active role in delivering dynamic lessons, which form an individual curriculum on a needs basis.

We organise visits, talks and attend fairs which pupils have the option to attend in order to improve their skills and understanding of different careers.

All pupils at Ocean Lodge Independent School will:

- Have an aspiration which they share with staff through our mentoring process.
- Develop their understanding of their skills, interests and personality from Year 7 -11, and make links between these and future pathways.
- Be provided with information about the range of opportunities open to them.
- Have the opportunity to meet with external employers at least once per academic year.
- Take part in work related activities in and out of school.
- Understand expectations of employers and learn how to apply for jobs.
- Learn how to make informed decisions about their future.
- Be fully supported and guided through key transition periods.
- Learn how to improve their own employability skills.

## **2. Breakdown of each year groups curriculum relating to Careers**

All pupils of all year groups, upon entry to Ocean Lodge Independent School, are assessed in their academic abilities, this helps us form their individual careers programme, alongside their independent living skills.

### **2.1 Year 7**

During year 7, our pupils have the opportunity to describe themselves, their hopes dream and aspirations as part of our PSHCE programme. Which feeds into their mentoring sessions, where pupils can begin to explore possible career paths.

### **2.2 Year 8**

Year 8, see the pupils start to gain in confidence and using various online platforms, begin to build their own skills portfolio, which helps determine their ongoing curriculum.

### **2.3 Year 9**

In year 9, they learn more about how to make decisions wisely, understand more about the range and structure of their choices. This is supported in this by 1:1 careers appointments where necessary.

### **2.4 Year 10**

Year 10, sees a step up in the pupils, recognising their own strengths and weaknesses, this is when our pupils tend to make their final career choices. At this stage Ocean Lodge Independent School commits to working with other providers that offer a focused career development area. This often results in pupils, having a dual education where they attend alternative provisions for one or two days a week. Alongside continuing their core curriculum at Ocean Lodge Independent School.

### **2.5 Year 11**

For those in year 11, that have dual education, this continues in year 11 often leading to a post 16 placement.

6<sup>th</sup> forms and colleges are researched and visits are arranged for pupils, along with the pastoral lead. Dependant on the pupils SEND needs and anxiety levels. This often becomes a regular outing for an extended period. Enabling the pupil time to adjust to a new provision ready for starting the following academic year. In turn as this period progresses, the transition from school to college becomes less daunting and anxieties are reduced.

The above activities are supported by 1:1 careers interviews with the Careers Advisor, which all Year 11 pupils are able to request, and the pastoral lead ensures that all pupils have the right level of support and guidance.

### **3. Information, advice and guidance about education and training providers**

It is our intent that all pupils at Ocean Lodge Independent School:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.
- Understand how to make applications for the full range of academic and technical courses.
- We implement this throughout the careers education programme and ensure that education and training providers given regular and well publicised access to our pupils through the calendar of careers fairs, educational visits.

Our overall aim is for all our pupils, to have a strong understanding, of where they can go and what they can do when they have left Ocean Lodge Independent School.

## 4. Helpful links to other provisions

Local College links:

<https://www.southessex.ac.uk/>

<https://procat.ac.uk/>

<https://southend-adult.ac.uk/>

<https://www.uspcollege.ac.uk/>

<http://www.mastersperformingarts.co.uk/>

Careers Links:

<https://www.gov.uk/apprenticeships-guide>

<https://ft.morrisby.com/>

<http://www.mybigcareer.org/>

<https://www.allaboutschooleavers.co.uk/>

<https://www.youthemployment.org.uk/career-ideas-school-leavers/>

## POLICY REVIEW CYCLE

This policy and all policies at Ocean Lodge Independent School will be reviewed and updated by the Head Teacher and governing body as per our policy review cycle.