

Southfields Academy Careers Programme Years 7-13

This document outlines only the core programme for careers in each year group for all students. In addition to this, the academy has a commitment to link learning to careers in each subject area and to providing additional opportunities for students to participate in a wide range of career related opportunities that are appropriate to their needs. For example, college visits, apprenticeship and skills fair visits, employer talks, workplace conferences, HPA/Social mobility career mentoring programmes and employability skills workshops.

Year	Activity	Timing	Learning Outcomes
7	Quidsmart Financial literacy workshop	Autumn term	<input type="checkbox"/> Being aware of money and that individuals and families have to actively manage their finances.
	PSHE lessons: - exploring careers that fit your strengths and interests (Using Start online Careers)	Spring term	<input type="checkbox"/> Being aware that career describes their journey through life, learning and work. <input type="checkbox"/> Being aware that learning, skills and qualifications are important for career. <input type="checkbox"/> Being aware that many jobs require learning, skills and minimum qualifications. <input type="checkbox"/> Being aware of the range of possible jobs.
	Career carousel event: meeting people in a range of job roles	Spring term	<input type="checkbox"/> Being aware of the range of possible jobs. <input type="checkbox"/> Being aware that different jobs and careers bring different challenges and rewards.
	Tutor time activities to explore careers	Spring term	<input type="checkbox"/> Imagining a range of possibilities for themselves in their career
8	BHM assemblies: prominent people from different backgrounds in a range of careers		<input type="checkbox"/> Recognising the value of diversity in the workplace <input type="checkbox"/> Imagining a range of possibilities for themselves in their career

	Tutor time - using Start for personal careers research activity and presentation for IEAP day	Autumn term	<input type="checkbox"/> Identifying common sources of information about the labour market and the education system <input type="checkbox"/> Being aware that many jobs require learning, skills and minimum qualifications <input type="checkbox"/> Looking forward to the future <input type="checkbox"/> Imagining a range of possibilities for themselves in their career
	Careers extended assembly - apprenticeships	Autumn term	<input type="checkbox"/> Being aware of the main learning pathways
	PSHE lessons: - gender stereotypes in work - discrimination and diversity. - what employers are looking for in apprentices and trainees - how to set effective career goals. (Using Start online Careers)	Autumn and Spring term	<input type="checkbox"/> Recognising the injustices caused by prejudice, stereotypes and discrimination in learning and workplaces. <input type="checkbox"/> Being aware that it is important to take initiative in their learning and life. <input type="checkbox"/> being aware that many jobs require learning, skills and minimum qualifications
	Visit to University and participate in Talent Foundry workshops	Spring term	<input type="checkbox"/> being aware of the main learning pathways
	Recording achievements and skills - Start Careers Locker and Progress File	Summer term	<input type="checkbox"/> Reflecting on and recording skills and achievements
9	Tutor time - black history month - exploring the careers of notable black people	Autumn term	<input type="checkbox"/> Recognising the value of diversity in the workplace <input type="checkbox"/> Imagining a range of possibilities for themselves in their career
	Tutor time - using Start for personal careers research activity and presentation for IEAP day	Autumn term	<input type="checkbox"/> Identifying common sources of information about the labour market and the education system <input type="checkbox"/> Being aware that many jobs require learning, skills and minimum qualifications

			<input type="checkbox"/> Looking forward to the future <input type="checkbox"/> Imagining a range of possibilities for themselves in their career •
	Year 9 Options Process: Tutor time activities, Options Evening, assemblies and talks	Spring term	<input type="checkbox"/> Preparing for choosing their GCSEs
	PSHE lessons to explore GCSE Options. Investigate the career links you can make with your subject choice.	Spring term	<input type="checkbox"/> being aware that learning, skills and qualifications are important for career <input type="checkbox"/> preparing for choosing their GCSEs <input type="checkbox"/> Identifying common sources of information about the labour market and the education system
	Work shadow day	Summer term	<input type="checkbox"/> Recognising the value of challenging yourself and trying new things <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning <input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching a workplace and what it is like to work there
	Enterprise Challenge working with entrepreneurs and The Prince's Trust	Summer term	<input type="checkbox"/> Being aware of the concept of entrepreneurialism and self-employment <input type="checkbox"/> Being willing to challenge themselves and try new things <input type="checkbox"/> Being aware of the value of leadership and entrepreneurial skills
10	Southfields Academy Careers Fair - preparation and opportunity to meet employers, apprenticeship providers, colleges and training providers	Autumn term	<input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching the labour market and the education system <input type="checkbox"/> Recognising the main learning pathways and considering which one they want to follow and how they will access and succeed in it <input type="checkbox"/> Researching the learning and qualification requirements for

			<p>jobs and careers that they are interested in</p> <input type="checkbox"/> Researching the range of workplaces and what it is like to work there <input type="checkbox"/> Researching how recruitment and selection processes work and what they need to do to succeed in them
	PSHE lessons to prepare for work experience, demonstrate an understanding of employability skills and practice interview skills.	Spring term	<input type="checkbox"/> Being aware of the skills and qualities employers look for <input type="checkbox"/> Finding out how recruitment and selection processes work and what they need to do to succeed in them
	Work Experience preparation, placement and debrief	Summer term	<input type="checkbox"/> Recognising the value of challenging yourself and trying new things <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning <input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching a workplace and what it is like to work there
	Tutor time careers activities - exploring LMI, Post 16 options and careers pathways	Throughout the academic year	<input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching the labour market and the education system <input type="checkbox"/> Recognising the main learning pathways and considering which one they want to follow and how they will access and succeed in it
11	IEAP day careers focus alternative routes	Autumn term	<input type="checkbox"/> recognising the main learning pathways and considering which one they want to follow and how they will access and succeed in it
	Southfields Academy Careers Fair - preparation and opportunity to meet employers, apprenticeship providers, colleges and training	Autumn term	<input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching the labour market and the education system <input type="checkbox"/> Recognising the main learning pathways and considering

providers		<p>which one they want to follow and how they will access and succeed in it</p> <ul style="list-style-type: none"> <input type="checkbox"/> Researching the learning and qualification requirements for jobs and careers that they are interested in <input type="checkbox"/> Researching the range of workplaces and what it is like to work there <input type="checkbox"/> Researching how recruitment and selection processes work and what they need to do to succeed in them
PSHE Lessons - standing out from the crowd. CV and application writing. Exploring Post 16 options.	Autumn term	<ul style="list-style-type: none"> <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning <input type="checkbox"/> Learning how the recruitment and selection processes work and what they need to do to be successful in them <input type="checkbox"/> Exploring the learning pathway they should consider next.
Post 16 Options, assemblies, talks and interviews	Spring term	<ul style="list-style-type: none"> <input type="checkbox"/> Considering what learning pathway you should pursue next <input type="checkbox"/> Reflecting on and recording achievements, experiences and Learning <input type="checkbox"/> Researching the labour market and the education system <input type="checkbox"/> Recognising the main learning pathways and considering which one you want to follow and how you will access and succeed in it <input type="checkbox"/> Taking steps to achieve in their GCSEs and make a decision about their post-16 pathway
Tutor time careers activities - exploring LMI, Post 16 options and careers pathways	Throughout the academic year	<ul style="list-style-type: none"> <input type="checkbox"/> Considering what jobs and roles are interesting <input type="checkbox"/> Researching the learning and qualification requirements for jobs and careers that you are interested in <input type="checkbox"/> Considering the risks and rewards associated with different pathways and careers
Individual careers guidance interviews and action plans	Throughout the	<ul style="list-style-type: none"> <input type="checkbox"/> Building your confidence and optimism about the future <input type="checkbox"/> Making plans and developing a pathway into their future

		academic year	<input type="checkbox"/> Thinking about how you deal with and learn from challenges and setbacks <input type="checkbox"/> Responding positively to help, support and feedback <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning <input type="checkbox"/> Being able to reflect on and change your career ideas and the strategies that you are pursuing to achieve them
12	Southfields Academy Careers Fair - preparation and opportunity to meet employers, apprenticeship providers, colleges and training providers	Autumn term	<input type="checkbox"/> Actively seeking out information on the labour market and education system to support their career <input type="checkbox"/> Having a clear understanding of the learning pathways and qualifications that they will need to pursue their career <input type="checkbox"/> Actively researching and reflecting on workplaces, workplace culture and expectations <input type="checkbox"/> Building and maintaining networks beyond the school
	Mock interview day with employers	Autumn term	<input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others <input type="checkbox"/> Analysing and preparing for recruitment and selection processes
	EAP Day Skills and Career reflection activities - Start	Autumn and Spring term	<input type="checkbox"/> Actively seeking out information on the labour market and education system to support your career <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others
	Inspiring Futures Day - employer workshops	Spring term	<input type="checkbox"/> Actively seeking out information on the labour market <input type="checkbox"/> Building and maintaining relationships and networks within and beyond the school <input type="checkbox"/> Actively researching and reflecting on workplaces, workplace culture and expectations
	Work Experience preparation, placement and	Spring term	<input type="checkbox"/> Actively researching and reflecting on workplaces, workplace

debrief		<p>culture and expectations</p> <ul style="list-style-type: none"> <input type="checkbox"/> Building their confidence and optimism about their future and acting on it <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others <input type="checkbox"/> Seeking out challenges and opportunities for development <input type="checkbox"/> Building and maintaining relationships and networks within and beyond the school
Personal Statement / UCAS Day	Summer term	<ul style="list-style-type: none"> <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others <input type="checkbox"/> Preparing for post-18 transitions <input type="checkbox"/> Building their confidence and optimism about their future and acting on it <input type="checkbox"/> Actively planning, prioritising and setting targets for their future
Level 2 Employability Skills lessons.	Throughout the academic year	<ul style="list-style-type: none"> <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others <input type="checkbox"/> Beginning to manage their own money and plan their finances (e.g. thinking about student loans) <input type="checkbox"/> Analysing and preparing for recruitment and selection processes <input type="checkbox"/> Preparing for next steps
Level 2 PSHE Resilience & risk management skills. Goal setting, leadership and presentation skills.	Throughout the academic year	<ul style="list-style-type: none"> <input type="checkbox"/> Representing themselves and others <input type="checkbox"/> Acting as a leader, role model or example to others <input type="checkbox"/> Taking responsibility for their learning and aiming high <input type="checkbox"/> Building their confidence and optimism about their future and acting on it <input type="checkbox"/> Actively planning, prioritising and setting targets for their future

			<input type="checkbox"/> Being proactive about being resilient and learning from setbacks
	Tutor lessons careers activities and engagement with sixth form opportunities bulletin	Throughout the academic year	<input type="checkbox"/> Actively seeking out information on the labour market and education system to support their career <input type="checkbox"/> Seeking out challenges and opportunities for development <input type="checkbox"/> Actively seeking out help, support and feedback <input type="checkbox"/> Taking responsibility for their learning and aiming high
13	Southfields Academy Careers Fair - preparation and opportunity to meet employers, apprenticeship providers, colleges and training providers	Autumn term	<input type="checkbox"/> Actively seeking out information on the labour market and education system to support their career <input type="checkbox"/> Having a clear understanding of the learning pathways and qualifications that they will need to pursue their career <input type="checkbox"/> Actively researching and reflecting on workplaces, workplace culture and expectations <input type="checkbox"/> Building and maintaining networks beyond the school
	IEAP Day - individual interviews - target setting and career planning	Spring and Autumn term	<input type="checkbox"/> Actively seeking out help, support and feedback <input type="checkbox"/> Planning your next steps in learning and work <input type="checkbox"/> Developing a clear direction of travel in your career <input type="checkbox"/> Building your confidence and optimism about your future and acting on it <input type="checkbox"/> Actively planning, prioritising and setting targets for your future <input type="checkbox"/> Being proactive about your life, learning and career
	Tutor lessons UCAS/WAVE/Careers Workshop activities and engagement with opportunities bulletin	Throughout the academic year	<input type="checkbox"/> Planning your next steps in learning and work <input type="checkbox"/> Analysing and preparing for recruitment and selection processes <input type="checkbox"/> Reflecting on and recording achievements, experiences and learning and communicating them to others <input type="checkbox"/> Preparing for post-18 transitions

			<ul style="list-style-type: none"><input type="checkbox"/> Beginning to manage your own money and plan your finances<input type="checkbox"/> Actively seeking out information on the labour market and education system to support their career<input type="checkbox"/> Seeking out challenges and opportunities for development<input type="checkbox"/> Considering entrepreneurialism and self-employment as a career pathway
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Reviewed: September 2022

Next Review: September 2023