

HALESBURY SCHOOL



CAREERS AT HALESBURY SCHOOL

Policy for the attention of			
Audience	Key Audience	Optional Audience	Additional/Notes
Senior Leadership Team			
Teachers			
Teaching Assistants			
Administrative Staff			
Curriculum support			
Lunchtime Supervisors			
Site Manager			
Cleaners			
Governors			
Parents			
Website			
Local Authority			

Responsibility of	
Review frequency	
This version agreed	September 2019
Next review date	September 2020

Careers at Halesbury School

Preparation for employability and adult life

1. A Stable Careers Programme

Halesbury School is committed to working closely with connexions in planning and implementing a programme to prepare and support our pupils for their next stage of life Post-16.

In conjunction with connexions Halesbury works in partnership with a named careers advisor, Alison Bowles, who regularly meets with all pupils from year 9 onwards. Alison Bowles also attends EHCPs providing parents and pupils with necessary support and guidance as is required. Transition is planned so that the pupil's personal strengths, preferences and ambitions are discussed and valued. Parents views are also taken into account, however great emphasis is given to pupils own views within the decision making process. The transition plan is then implemented, putting the pupils and their family at the centre of this process.

The Connexions advisor leads on processes for Post-16 education and pathways through a structured programme which introduces pupils to the variety of options available to them, whether this be apprenticeships, further study, employment or other specialist educational provisions.

Connexions help parents and pupils attend F.E college open days and interviews. Halesbury School offers interview preparation and transition to local colleges for year 9, 10 and 11 pupils. Key stage 3 pupils (years 8 & 9) begin their preparation by participating in ASDAN work rights, which helps begin to prepare them for the labour market.

2. Learning from Careers

Pupils are taught how to research and search for information where their cognitive abilities allow. Each pupil learns how to create a C.V, letter of application and prepare for mock interviews. ICT is used to develop a good understanding of E-safety when using search engines for their research. Halesbury's accredited college BTEC provisions begins from year 9, allowing pupils to begin to choose their own course interests annually. Pupils have access to careers and further educational information through the connexions advisor's input, actioned from pupil views collected in preparation for EHCP reviews.

Naturally, the information is adapted to meet the needs of the pupils and by year 9 (13-14years) all pupils can access specialist advice. Parents are encouraged to maintain contact with the services so they are aware of all possible routes available to them.

The school has an organised programme of work experience adapted to meet the needs of the pupils at Halesbury, through local employers and colleges. Pupils are taught financial skills within the curriculum and are given opportunities to use these whilst attending college and the leisure centre weekly. Pupils also learn about their local area and the opportunities available including how they can contribute to their local community through voluntary work.

3. Addressing the needs of each pupil

Halesbury's School motto is "Achieve, Believe, Challenge" and recognises that all pupils have different needs and are at different stages within their development. Halesbury recognises the richness of the school's diversity and the quality of opportunities are embedded in school and connexions practice. Connexions records individual advice guidance and next steps, as do year 11 EHCPs which discuss a necessary transition plan for a successful future. School/Connexions records are kept in accordance to GDPR regulations and legislation.

Pupils have access to a mentor/Councillor at school as well as access to other professionals such as those from health, speech and language, occupational therapy and focused intervention tutors. Within the curriculum pupils are provided with pathways which meets their needs enabling them to achieve, believe and challenge themselves.

4. Linking curriculum learning to careers

Communication, literacy, numeracy are at the heart of Halesbury's curriculum. Pupils in key stage 3&4 all follow pathways suited to their strengths and individual needs provided through ASDAN and BTEC programmes. These units cover independent living skills, cookery, personal safety, financial life skills, enterprise, horticulture and gardening to name but a few.

Connexions advisor visits the school for discrete sessions from year 9 onwards.

The enhanced curriculum provided at Halesbury and externally at Halesowen College also covers careers, the workplace, local area, money and life skills.

Enrichment activities throughout the year are connected and integral to the curriculum. All year 9, 10 and 11 pupils attend a local college for vocational courses as well as participation in ASDAN or BTEC courses at Halesbury.

Pupils can undertake Bronze Duke of Edinburgh Award, residential expedition and team building in Buxton, Derbyshire in conjunction with accredited outward bound centres.

5. Encounters with employers and employees

All pupils year 10 and 11 pupils will be considered for a meaningful work experience within an appropriate, approved local employer or college.

In years 7 and 8 the ASDAN/Forest School programme explored pupil's ideas and ambitions, developing what going to work means and helping them develop a work ethic. They also learn what jobs people do and how these jobs contribute to society as a whole. At a primary level pupils study "People who help me" and develop a better awareness of personal safety within their environment.

Science and enterprise are integrated within the curriculum enabling pupils to participate in community action across key stages.

6. Experiences of work places

Work experience is sought for all pupils. From as early as key stage 1 and 2, pupils make regular visits to the local community through trips to a variety of local businesses and facilities. Previous pupils have been successful having worked in local shops, supermarkets, offices and garages. Local colleges have also helped to provide pupils with more significant needs to gain a meaningful experience through offering pupils opportunities to take part in hospitality management and catering days where food has been prepared and served to local dignitaries and invited guests. Vocational courses in year 9, 10 & 11 prepare pupils for a range of courses post 16.

Feedback from local employers has been invariably positive enabling repeat annual placements. Halesbury having supported employers through daily phone calls and staff visits helping to monitor pupils whilst on placement.

7. Encounters with further and higher education

The pathways offered to pupils through the enhanced curriculum provides pupils with a personalised, meaningful and relevant curriculum and includes a wide range of learning opportunities to allow pupils to be challenged and to grow. Throughout years 9, 10 & 11 connexions staff help to advise parents, staff and pupils about what is available locally and will help parents to complete further education applications organising attendance to open day visits and supporting pupils at interviews. Connexions in conjunction with Halesbury communicate transition information to post 16 providers ensuring that continuity of strategies and information is handed over to ensure a smooth transition.

EHCPs support pupils and guide future provision.

8. Pastoral support

Pastoral support is available across the school in order to address individual pupil's needs. Class teachers and middle leaders and SLT play a key role in helping to monitor and mentor pupils. This ensures that individual guidance, support and mentoring is offered to all pupils. Early help meetings weekly also help identify pupils who may be in need of additional pastoral support. Termly pupil progress meetings also help to identify pupils who may need additional tailored support through personal targets be they academic, social and emotional, speech and language or behavioural. Halesbury's high staffing ratio enables all pupils to be supported.

Pathways/Options are carefully selected and reviewed with pupils, staff and parents to ensure that pupils are happy and pastorally supported. Halesbury provides an annual pathway's evening to which parents are invited to attend and contribute to the process and ask any questions they might have.

The school works with outside agencies such as the Speech and Language Therapy Service, Occupational Therapy and CAMHS to support pupils. The list is not exhaustive.

(Based on Gatsby Benchmark principles, February 2018)