

Benfield School Careers Programme 2021-2022

Key:

Black offered to all students

Green offered to selected students

Red proposed activity awaiting confirmation

Year 7	Year aims: To introduce students to careers education. To identify the main career sectors and develop an understanding of employability skills and goal setting.				
Measurable Outcomes	Activity	When	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can identify career sectors that interest them.	L2L Unifrog launch followed by initial session to complete registration and complete 'What's your dream job?' or Personality Quiz.	Autumn repeated on carousel through the year	GB 1,2,3	Learning walks during careers lessons in L2L PSHE curriculum/form time. Record activity on Unifrog. Each pupil does shortlist of 3 'Job Categories and 2 jobs within those sectors that they're interested in.	Pupil voice survey.
Students can list at least 3 transferable skills and explain how they link to the world of work and being employable.	Form time activities Equal opportunities and employability skills.	Autumn	GB 1	PSHE programme monitoring	
	L2L Unifrog session 'What are skills?'	Spring	GB 1,2,3	Record activity on Unifrog.	Pupil voice survey.
	Alumni activity 'Introduction to work skills and developing resilience'.	Summer	GB 2,5	Record activity on Unifrog.	Feedback from alumni participants.
Students will develop goal setting skills.	L2L Setting goals and make a time capsule for end of year 11 to include hopes and aspirations for future and identify personal targets to achieving these.	Autumn	GB 1,3	Record activity on Unifrog. Time capsule to be kept by Careers Lead.	
Students will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs.	Spring/summer	GB 1,2		
	Assembly National Apprenticeship week	Spring Feb	GB1,2		
	Assembly and form time activity National Careers Week.	Spring March	GB1		

Year 8	Year aims: To encourage students to develop their own skills. To increase awareness of different careers sectors and pathways at 16 and 18.				
Measurable Outcomes	Activity	When	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will understand their own skills strengths, and development areas.	Form time activities: Stereotypes and discrimination at work and goal setting for the future	Autumn	GB1,2,4	PSHE programme monitoring	
	L2L Unifrog launch and registration with sessions on What are skills? and Understanding Labour Market Information and future Jobs'	Autumn repeated on carousel through the year	GB 1,2,4	Record activity on Unifrog. Students to identify 2 skills they possess and 2 areas they need to develop.	Pupil voice survey
	Whole year group careers carousel half day. 4 sessions inc Personal development and out of school activities.	Spring	GB 1,2,5,7	Record on activity on Unifrog.	Pupil voice survey
Students can name the main pathways at 16 and 18.	L2L sessions Inc. apprenticeships, University.	Spring	GB 1,2,5,7	Record activity on Unifrog.	
Students can explain what Labour Market Information (LMI) is and give examples of 2 sectors with strong recruiting trends in the local area.	L2L What is LMI where are the jobs or the future.	Summer	GB 1,2	Record activity on Unifrog.	
Student will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs Week	Autumn	GB 1,2		
	My Big Career mentoring session online	Autumn	GB3,4,5,8	MyBigCareer tracking reports	MyBigCareer evaluation reports
	Whole year presentation Outreach NE 'Why Care?' Careers in NHS.	Date to be confirmed	GB 1, 2	Record activity on Unifrog.	Sample student pre and post session questionnaire completed.
	'Bring it on' STEM event in lessons	Autumn	2,3,4,4,7	Record activity on Unifrog.	Pupil feedback comments on each individual workshop.
	Assembly National Apprenticeship week.	Spring Feb	GB 1,2,4		
	Assembly and form time activity National Careers Week .	Spring March	GB 1,2,4		

Year 9	Year aim: Students can confidently choose Key Stage 4 Options with an understanding of how they link to pathways at 16 and 18.				
Measurable Outcomes	Activity	When	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can explain the key factors to consider in choosing key stage 4 options, and specifically list 2 skills or characteristics they possess and how explain how they link to subject choice.	Choosing Options virtual assembly Careers session Unifrog launch, personality and interest quiz and careers research Making good decisions and Unifrog activity	Spring	GB 1,4	Recorded on Unifrog. Options assemblies include explicit links to skills.	Departmental reviews and pupil voice.
	Whole year group presentation Outreach N.E : The Buzz – identifying personal characteristics and linking these to careers.	Autumn	GB 1,3,4	Record activity on Unifrog.	Longer term tracking of uptake into HE by Outreach NE.
	Options Interviews for all with senior staff and Connexions to see selected students.	Spring Feb/March	GB1,3,8		Pupil Voice
Students will know where to access reputable information about careers pathways and will develop their research skills using this.	Unifrog launch assembly followed by registration and familiarisation session.	Autumn	GB 1,2,3	Record activity on Unifrog.	
	Assemblies by Outreach NE to raise awareness of HE.	Summer	GB1,2,7	Record activity on Unifrog.	
	Subject department presentations.	Spring	GB1,4	Evidence of careers websites in Schemes of work.	Departmental reviews
Students can list at least 2 local LMI trends and explain how they are relevant to them in selecting their GCSE options.	Curriculum based activities and department displays updated to include LMI.	Spring	GB 1,2,4	Evidence of updated displays. Evidence of careers learning in Schemes of work.	Pupil voice
	Options presentation to students and parents.	Spring	GB2,4		
Students will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs Week Nov.	Autumn	GB1, 2		
	My Big Career mentoring online	Spring	GB 3.4.5.8	My Big career tracking report	My Big Career evaluation report
	Whole year group presentation Destination Success Outreach NE on routes and qualifications at 16 and 18.	Autumn	1,2,4,7	Record activity on Unifrog.	Post participation student surveys.
	Assembly National Apprenticeship week form time activity	Spring Feb	GB 1,2,4		
	Assembly and form time activity National Careers Week	Spring Mar	GB 1,2,4		
	NUFC Enterprise Project Outreach NE for selected students.	Summer	GB 1,2,3,5,7	Register of weekly attendances to sessions and final presentation at project conclusion. Record activity on Unifrog.	Pre and post participation student surveys. Longer term tracking of uptake into HE by Outreach NE.

Year 10	Year aims: Students will have a thorough understanding of the full range of pathways at 16 and 18 and develop the skills needed to make a successful application.			
	AUTUMN TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can describe the key features of each pathway at 16 and 18 and rank these in order of preference to their own goals.	Unifrog refresher assembly focussing on Pathways at 16 and 18.	GB1,3,	Record activity on Unifrog.	
Students will know that University is an accessible option regardless of financial circumstance.				
Students will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs Week STEM mentoring and workshops Villiers Park.	GB 1,2 GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
Year 10	SPRING TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can describe the key features of each pathway at 16 and 18 and rank these in order of preference to their own goals.	National Apprenticeship week Feb Drop in for KS4 Pupils.	GB 1,2,3,5	Register of attendance and occupational areas discussed recorded on Unifrog.	ASK provider feedback.
	Unifrog session Choices at 16	GB 1,2	Recorded on Unifrog.	
Students will know that University is an accessible option regardless of financial circumstance.	Assembly by Outreach NE to increase awareness of HE	GB1,7	Record activity on Unifrog.	
Students will participate in external initiatives in order to	Form time activity National Apprenticeship week Feb Drop in for KS4 Pupils.	GB 1,2,3,5		

enhance their careers education.	Assembly and form time activity National Careers Week Mar.	GB 1,2,4		
	STEM mentoring and workshops Villiers Park.	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
Year 10	SUMMER TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can describe the key features of each pathway at 16 and 18 and rank these in order of preference to their own goals.	Get ready week including sessions on work based learning/Apprenticeships, FE and HE.	GB 1,2,4,	Record preferences on Unifrog.	Provider feedback Student evaluation
	Post 16 options information session for Cherrywood students and parents.	GB1,2,3,7	Record preferences on EHCP and here appropriate Unifrog.	Parents views
Students will know that University is an accessible option regardless of financial circumstance.	Get ready week visit to Northumbria University incorporating workshops on student finance and student life.	GB 1,7	Record activity on Unifrog.	Provider feedback Student evaluation
Students can describe 4 skills and attributes they possess needed for the workplace	Unifrog session CV and recording competencies.	GB 1	Record activity on Unifrog.	
	Get ready week mock interview with employer.	G 1,3,5	Record on activity on Unifrog. Employer feedback report.	Provider feedback Student evaluation
	Get ready week employer visit.	GB 1,5,6	Record activity on Unifrog.	Provider feedback Student evaluation
Students understand what makes a successful CV/Application.	Unifrog session CV and recording competencies.	GB 1	Record activity on Unifrog.	
Students will participate in external initiatives in order to enhance their careers education.	STEM mentoring and workshops Villiers Park.	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.

Year 11	Year aims: Students will make a successful transition into their chosen pathway after GCSE.			
	AUTUMN TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation

Students can explain the key pro's and con's for each pathway at 16 and explain how these relate to their preferred route.	Registration and promote student participation in online North East Skills event.	GB 1	Assembly schedule. Form time learning walks.	
	Whole year group attend North East Skills Event Sept 23. (Cancelled due to Covid replaced with Post16 options assembly)	GB 1,3,5,7	Recorded on Unifrog	
	Assemblies with local FE providers and ASK.	GB 1, 3,5,7	Attendance recorded on Unifrog	Provider and student voice feedback.
	1-1 with form tutors re intended next steps begin	GB1,3,8	Action plan indicating preferences completed on Unifrog.	Form tutor
	Guidance interviews with Connexions and Careers Lead begin.	GB1,3,8	Action plan indicating preferences completed on Unifrog.	
Students will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs Week Nov	GB1,2		
	STEM mentoring and workshops Villiers Park	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
All students to enter a positive destination after GCSE.	1-1 with form tutors re intended next steps begin.		Intended destinations recorded on Unifrog and on student tracking document.	
Year 11	SPRING TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students can explain the key pro's and con's for each pathway at 16 and explain how these relate to their preferred route.	1-1 with form tutors re intended next steps continue and followed up where appropriate	GB1,3,8	Action plan indicating preferences completed on Unifrog. Intended destinations.	
	Guidance interviews with Connexions and Careers Lead continue.	GB1,3,8	Action plan indicating preferences completed on Unifrog.	ASK provider feedback
	6 Form Open Evening	GB1,7		
Students to complete a CV and be able to complete applications.	Assembly Outreach NE How to sell yourself.	GB1,7	Recorded on Unifrog.	
	Lunchtime drop in clinic with Careers Lead for CV support	GB1,3,8	CV's recorded on Unifrog.	
	Apprenticeship application sessions by ASK	GB1, 3, 5.8	Register of attendees and applications made.	
Students will participate in external initiatives in order to enhance their careers education.	Assembly and lunch time drop in recruitment for National Citizens Service.	GB1,3	Register of sign ups.	
	National Apprenticeship week Feb Drop in for KS4 Pupils	GB 1,2,3,5	Register of attendance and occupational areas discussed recorded on Unifrog.	ASK provider feedback.

	National Careers Week Mar STEM mentoring and workshops Villiers Park.	GB 1,2,4 GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
All students to enter a positive destination after GCSE.	1-1 with form tutors re intended next steps continue.		Intended destinations recorded on Unifrog and on student tracking document.	
	1-1 support from Connexions and Careers Lead for students identified as not having made applications.	GB 1, 3, 8	Students without intended destinations or a confirmed place identified from student tracker.	
Year 11	SUMMER TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will participate in external initiatives in order to enhance their careers education.	STEM mentoring and workshops Villiers Park.	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
All students to enter a positive destination after GCSE.	Follow up 1-1 with students completed.		Confirmed places recorded on student tracking document.	
	1-1 support from Connexions and Careers Lead for students identified as not having made applications.	GB 1, 3, 8	Students without intended destinations or a confirmed place identified from student tracker.	Individual school leaver outcomes assessed against student tracker. NEET figures reduced.

Year 12	Year aims: Students will develop skills to enhance applications for pathways at 18.			
	AUTUMN TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will have developed the relevant skills and knowledge for their chosen pathway after Sixth Form.	Group session Benefits of participating in enrichment activities.	GB 1,2,4	Recorded on Unifrog.	
Students will understand the processes involved to access pathways open to them.	Unifrog launch and initial session how to research ideas and interests quiz!	GB1, 2,3	Recorded on Unifrog,	
	Group session Northumbria Uni 'Why go to Uni?'	GB1,2,4,7	Recorded on Unifrog	

	Group session sourcing work placements	GB1,2,3,	Recorded on Unifrog	
	1-1 interviews with Form Tutor and where appropriate Progress Lead and Careers lead.	GB1,3,8	Action plan recorded on Unifrog	
Students will participate in external initiatives in order to enhance their careers education.	Registration on Uptree, Speakers for Schools and Springpod, Notification of other work related learning opportunities.	GB1,2,3,5,7	Activities recorded on Unifrog.	
	Assembly Global Entrepreneurs Week Nov	GB1,1	Recorded on Unifrog	
	STEM mentoring and workshops Villiers Park	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
	OXNET and Social Mobility Foundation briefing for selected students.	GB1,3,8	Register of sign ups recorded by students on Unifrog.	
Year 12	SPRING TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will have developed the relevant skills and knowledge for their chosen pathway after Sixth Form.	Group session 'Bridging the Gap' by Outreach NE	GB 1,3	Record participation on Unifrog	Pre and post student survey by Outreach NE
Students will understand the processes involved to access pathways open to them.	Unifrog session recording competencies and activities for use in CV and Personal statements.		Recorded on Unifrog completed checked by form staff	
	Group sessions by Northumbria, and Sunderland Uni on Supported Entry programmes, Choosing a HE course.	GB1,7	Attendance recorded by provider Record participation on Unifrog.	
	Group session applying for HE summer schools and employer internship programmes.	GB1,3	Recorded on Unifrog. Register of sign ups	
	1-1 interviews with Form tutors Progress Lead and Careers lead.	GB1,3,8	Action plan recorded on Unifrog	
Students will participate in external initiatives in order to enhance their careers education.	National Apprenticeship week form time activity Feb	GB 1,2,4		
	National Careers Week form time activity March	GB 1,2,4		
	Work related and HE taster events will be offered to students based on areas of interest as they arise.	GB3.5.6.7	Record participation on Unifrog.	
Year 12	SUMMER TERM			

Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will have developed the relevant skills and knowledge for their chosen pathway after Sixth Form.	Careers week July Incorporating visits to FE/HE Employer mock interview session with employer and workshops on first aid, and Lifeskills sessions.	GB1,2,5,6,7	Record participation on Unifrog	Provider feedback Student evaluation
	Work Experience Week March/April incorporating 3 days placement and workshops on work ready skills.	GB1,2,3,5,6	Student diary, employer feedback, staff visits on placement	Pupil voice survey, employer feedback report. Assess impact on admissions to HE and Apprenticeship options at 18.
	1-1 interviews with Form tutors, Progress Lead and Careers lead.	GB1,3,8	Action plan recorded on Unifrog	
	Unifrog session recording competencies and personal statement.	GB1,2,3,	Recorded on Unifrog.	
Students will understand the processes involved to access pathways open to them.	Careers week July Incorporating workshops on student finance, registering for UCAS and preparing a personal statement and employability skills.	GB1,2,5,6,7,	Record participation on Unifrog.	Provider feedback Student evaluation
Students will participate in external initiatives in order to enhance their careers education.	STEM mentoring and workshops Villiers Park	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
	Registration on Uptree, Speakers for Schools and Springpod, Notification of other work related learning opportunities.	GB1,2,3,5,7	Activities recorded on Unifrog.	
	Work related and HE taster events will be offered to students based on areas of interest as they arise.	GB3.5.6.7	Record participation on Unifrog.	

Year 13	Year aims: Students will make a successful transition to their chosen pathway after Sixth Form.			
	AUTUMN TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
	Group session revising CV and application writing.	GB 1,2,3	Recorded on Unifrog	

Students will have a high quality personal statement/CV.	1-1 with Careers lead or form tutors to check CV.	GB 1,3	Recorded on Unifrog	
	1-1 with Progress manager to support with preparation of Personal Statements.	GB 1,3	Recorded on Unifrog	
Students complete timely applications for UCAS and work based options.	1-1 interviews with form tutors, Progress Lead and Careers lead to support with appropriate applications.	GB1,3,8	Action plan and personal statement recorded on Unifrog	
	Group session Partners Programme supported entry scheme by Newcastle Uni,	GB1,3,7	Register of sign ups	
Students will participate in external initiatives in order to enhance their careers education.	Assembly Global Entrepreneurs Week Nov	GB1,2		
	STEM mentoring and workshops Villiers Park.	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
	Students encouraged to register and attend virtual North East Skills Event Oct.	GB 1,2,5,7,8	Recorded on Unifrog	
	Work related and HE taster events will be offered to students based on areas of interest as they arise.	GB3.5.6.7	Recorded in Unifrog.	
All students enter a positive destination after Sixth Form.	1-1 with form tutors re intended next steps.	GB1,3	Action plan indicating preferences completed on Unifrog. Intended destinations.	
	Guidance interviews with Progress Manager and Careers Lead begin.	GB1,3,8	Action plan indicating preferences completed on Unifrog.	

Year 13				
SPRING TERM				
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students complete timely applications for UCAS and work based options.	1-1 interviews with Progress Lead and Careers lead to support with appropriate applications.	GB1,3,8	Action plan updated and recorded on Unifrog	
	Small group support making applications for Apprenticeships by ASK	GB1,3,8	Register of attendees	Student and ASK provider feedback
	Group sessions HE Confirmation and Clearing by Northumbria Uni	GB1,7	Recorded on Unifrog.	.
	Group sessions Student finance applications	GB 1, 3,8	Recorded on Unifrog.	
Students will participate in external initiatives in order to enhance their careers education.	National Apprenticeship week form time activity Feb	GB 1,2,5		ASK provider feedback.
	National Careers Week form time activity March	GB 1,2,4		
	STEM mentoring and workshops Villiers Park	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	

All students enter a positive destination after Sixth Form.	1-1 with form tutors re progress towards intended next steps continue.	GB1,3,8	Action plan indicating preferences completed on Unifrog. Intended destinations.	
	Guidance interviews with Post16 Progress Manager and Careers Lead continue.	GB1,3,8	Action plan indicating preferences completed on Unifrog.	ASK provider feedback
Year 13	SUMMER TERM			
Measurable Outcomes	Activity	GB/CDI Framework reference (optional)	Monitoring	Evaluation
Students will have a high quality personal statement/CV.	1-1 with Careers Lead and/or form tutors to review CV's.	GB1,3	Updated CV's recorded on Unifrog.	
Students complete timely applications for UCAS and work based options.	1-1 interviews with Progress Lead and Careers lead to support with appropriate applications.	GB1,3,8	Action plan updated and recorded on Unifrog	
Students will participate in external initiatives in order to enhance their careers education.	STEM mentoring and workshops Villiers Park	GB1,2,3,4,5,7,8	Register of weekly attendances to sessions.	Villiers Park and STEM co-ordinator evaluation.
All students enter a positive destination after Sixth Form.	Results day 1-1 support for individual students needing guidance following results.	Gb1,3,8	Students potentially requiring support to be identified in advance using offers information and results once published.	