

Trafalgar School CIEAG Strategy 2022/23



UNCRC Article 29 (Goals of Education): Children's education should develop each child's personality, talents and abilities to the fullest.

Trafalgar School – Summary Statement

Regardless of their starting point, Trafalgar School students will develop the confidence, knowledge and skills to be successful in the modern world, where leaders are expected to be lifelong learners.

Our vision for Trafalgar School students is to raise their aspirations and help guide them into a wide range of enjoyable career pathways. We want our students to have the courage to step out of their comfort zone. We aim to boost their confidence and resilience in order to allow them to achieve in a competitive job market. Clear information and understanding will ensure our students have the self-knowledge, drive and determination to aim high.

Trafalgar School is proud of its strong focus on careers and employability, its community links and the notable impact these factors have on students in terms of their aspirations and destinations. It is important to make students aware that their school life is a period of preparation and a starting point for their adventures into lifelong careers.

‘Careers education is extensive across all year groups. Pupils benefit from a variety of careers initiatives, including entrepreneurial activities such as ‘dragons den’ in Year 9. In Year 10, the ‘big interview’ prepares pupils for attending job interviews and, in Year 7, a careers fair introduces pupils to careers in professions and public services. As a result, pupils are increasingly well prepared for the next stage of their education and they are ambitious for their futures.’

Trafalgar School Ofsted report, May 2018

Having already built up an impressive network of support (which has ensured a wider choice of work experience placements for our students) and a range of expert speakers who are keen to share their experience of the workplace, we intend to ensure a wide range of advice is available for all stakeholders.

The Careers Hub is continually developing, offering a diverse range of resources, information and advice. The vision is for students and staff to be able to access this via the school website or arrange a suitable time for a more detailed 1:1 meeting. Careers provision, information and guidance will be shared and promoted via our website and a linked Governor will ensure that no momentum is lost in this crucial area.

Provision at Trafalgar School is already varied and comprehensive however, we have ambitious plans to ensure that every student is fully supported with planning and managing their lives beyond school to make sure that they progress to challenging, successful and fulfilling careers.

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Objectives

- Provide access to impartial, independent and personalised careers education, information, advice and guidance for all students.
- Implement an explicit publicised careers policy and careers curriculum.
- Assign a governor with responsibility for ensuring the school supports students to relate their learning to careers and the world of work from an early age.

Aims

- A CEIAG delivery plan incorporating careers, employability skills and enterprise education are embedded into the curriculum from Year 7 to Year 11 and enhanced by Personal Development Days.
- Subject areas will nominate a 'careers champion' who will work with the Careers Faculty to establish links between their schemes of work and the school's CEIAG strategy.
- All students will be provided with appropriate resources to record and evaluate their experiences when engaging with business intervention strategies. This will evolve into their career plan and formulate their CV/electronic profile.
- Students will graduate from Trafalgar with the knowledge and understanding of how education has equipped them with desirable skills, behaviours and attitudes as they progress into adulthood becoming economically aware and demonstrating Trafalgar core values.
- Increase CEIAG presence on the school website which is tailored to mobile and tablet use. This will enable students access to online tools which provide a full range of career information, guidance and development pathways.

Actions to Date – October 2021

Benchmarks	GATSBY STATEMENT	Trafalgar School – Starting point	Areas for Development/Actions
<p>1. A Stable Careers Programme</p>	<p>Every school and college should have an embedded programme of career education and guidance that is known and understood by pupils, teachers, governors and employers.</p>	<p>Careers education is embedded in the PSHE curriculum, PD days and WEX, which is regularly reviewed. KS4 PSHE now includes clear links to PD Day and WEX preparation. Personal Development curriculum is bespoke to needs of Year 11. School Governor for careers is in place to support with raising the profile and development of careers education. 'Careers Compass Benchmark Tool' shows that Trafalgar is exceeding the national average in meeting each of the Gatsby benchmarks.</p>	<p>Devise provision for careers education in KS4 PSHE</p> <ul style="list-style-type: none"> - PHSE Leads work with the Assistant Headteacher overseeing Year 11 and Assistant Headteacher overseeing Curriculum to ensure the careers curriculum provision is high quality and personalised. <p>WEX database is enhanced to ensure all students have access to a WEX placement.</p> <p>Integrate new legislation to Baker Clause within the careers programme to ensure that all students from Years 8-11 have opportunities to inform them about approved technical education.</p> <ul style="list-style-type: none"> - Careers Lead to create links with Havant and Southdown's and UTC to ensure a range of providers can share information with students.
<p>2. Learning from Career & Labour Market Information</p>	<p>Every pupil, and their parents, should have access to good quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.</p>	<p>PCC provide a careers adviser who spends 20 days in school interviewing students and offering advice. Parents have been exposed to some local colleges via options evenings, where apprenticeship providers have ALSO been present. Developing vocational apprenticeship meetings with PETA and other opportunities to share resources. Virtual Careers Hub' section of the school website to promote careers with links to LMI and study options. Alumni videos created to give current students an idea about life at college.</p>	<p>Engaging with and sharing information with parents.</p> <ul style="list-style-type: none"> - Parental Survey's around understanding of post 16 qualifications used to update information on website and social media. - Virtual talks for parents from college and technical education providers about the application process shared via social media and our website.
<p>3. Addressing the Needs of Each Pupil</p>	<p>Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout.</p>	<p>One to one session with PCC Careers Adviser for all Year 10 and Year 11 students. Personal programme, including college taster days, running through Compass for students accessing this provision. SEND Annual Reviews for students in Years 9-10 have a careers focus.</p>	<p>Identify techniques we can use to reach all students within the school.</p> <ul style="list-style-type: none"> - via website - via resource centre <p>Signposting opportunities via Form Tutors will provide support with identification of careers pathways.</p>

4. Linking Curriculum Learning to Careers	All teachers should link curriculum learning with careers. STEM subject teachers should highlight the relevance of STEM subjects for a wide range of career paths.	15 different events planned this year related to STEM. 6 aspirational events with planned local universities. Careers boards in every subject advertising potential career path.	Careers month supporting both students and parents <ul style="list-style-type: none"> - careers fair for students and parents - delivery of 'careers lesson' in every subject with industry professional visiting at least three subject areas across the year to include maths and science.
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Benchmarks	GATSBY STATEMENT	Trafalgar School – Starting point	Areas for Development/Actions
5. Encounters with Employers & Employees	Every pupil should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.	PD Days provide access to employers and opportunities to explore employability/interview skills. These have improved student confidence and problem solving. Some Year 10 completed 2 weeks Work Experience with a range of employers. Solomon theatre production to year 9 & 10 students about choices after school and careers pathways. Apprenticeship Bus visit during National Apprenticeship Week including opportunity for questions between students and apprenticeships.	WEX database is enhanced to ensure all Year 10 students are able to access an employer place. PSHE and PD curriculum planning to directly support WEX launch and equip students with skills needed to complete this successfully. Increase links with local employers through Careers Champions and Enterprise Adviser. Introduce 'Global Bridge' a digital record of achievement, which allows students to connect with employers and showcase examples of best work.
6. Experiences of Workplaces	Every pupil should have first-hand experience of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.	Year 10 previously have completed 2 weeks Work experience with a range of employers developed through our own employer database. Students signposted to the most suitable placements. 'Virtual Careers Hub' on school website enables vacancies with local employers can be advertised.	WEX database is enhanced to ensure all Year 10 students are able to access an employer place. PSHE and PD curriculum planning to directly support WEX launch and equip students with skills needed to be successful. Increase links with local employers through Careers Champions and Enterprise Adviser. Broaden links on 'Virtual Careers Hub' on school website so that a greater range of vacancies with local employers can be advertised (apprenticeships).
7. Encounters with Further and Higher Education	All pupils should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.	All year groups have had at least one meeting with a FE/ HE provider as part of PD Day. All Year 10 students completed a college taster day selecting options to try from a range of A level / T level and Btec options.	Implementation of 'Access for education and providers (June 2022 draft) requiring all schools to provide at least four encounters between Years 8-11 with technical education or apprenticeship providers. (This becomes legal in Jan 2023 but must be implemented by September 2023) <ul style="list-style-type: none"> - Developing links with PETA and PCC Apprenticeship Advisers

			- Calendaring events for 2022/23 to be ready for above legislation to ensure programme runs in 'draft' 2022-23.
8. Personal Guidance	Every pupil should have opportunities for guidance interviews with a career adviser, who could be internal (a member of school staff) or external, provided that they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs.	Form Tutor roles have continued to develop through relational practice and provides opportunities for discussion and support with both students and parents. Reviewing PCC Careers Adviser role and hours so that more students are seen earlier.	More contact needed from employers and the scheduling of practice interviews. This requires planning and resourcing in terms of time on calendar and rooming's to accommodate one to one sessions. Removal of SUN funding for all schools means working with the Southern University's Network is essential to maximise opportunities cost effectively.

Trafalgar School Strategy

Key Strategic Focus:

- *Expand the WEX offer in collaboration with Havant and South Downs, supporting the new 'T Levels'.*
- *Expand opportunities to meet employers and FE/HE providers including apprentices and technical education.*
- *Expand KS3 offer*
- *Student record?*

Gatsby Benchmark(s)	Objective	SMART goals/Targets/KPI's	Activities	Who?	By when?
3, 5, 6, 8	Every student will meet with an employer to begin learning about the world of work.	100% of year 10 - 11 students will have had a career talk with a local adviser by July 2022 who will be able to advise them about potential progression routes through college courses or apprenticeships which will help students identify their pathways.	- PCC Careers Advisor will make contact and have frequent appointments on site with students from year 11 in the first instance then progress to year 10.	- Careers Lead (LPS) - Mandy Hoddigon PCC - External Employers conducting mock interview days.	July 2023
		100% of years 9 -10 will have developed an action plan with support from their tutor to identify their next steps for 2021. Access through the 'Virtual Careers Hub' to support with this.	- With support, students will have identified an initial career path and have knowledge of the courses or job training that is available to them. - Action plans will include a timeline of events and goals for students to achieve. - This will be achieved through vertical tutoring sessions where students will have academic and pastoral discussions with tutors.	- Tutors - PHSE Leads - Student and Tutor	July 2023
		All Year 10 students will have had the opportunity to complete a period of work experience by July 2022.	- PSHE linked to skill students need. - Year 10 big interview day scheduled to match WEX students and parent launch. - 10 days' work experience in the Summer Term.	- Local employers to provide interview experience - WEX employers.	June 2023 and ongoing
		100% of Years 7-9 will have received 3 talks from employers to increase student understanding of how	- A range of activities on PD days to allow local employers to visit and interview students.	- Local employers - PETA Apprenticeships	July 2023

		academic knowledge translate into the world of work,	- Opportunities for students to ask questions about careers in a variety of sectors.		
4, 5, 6, 7,	All curriculum areas to have clear links to carers within LTP. Speakers invited in to link curriculum, to careers.	Across Years 8 and 9, all students receive at least 3 talks from employers.	-Curriculum Leads invite industry professionals in to talk to students. -Opportunity for students to ask questions about the industry area.	Curriculum Leaders Careers Leda (LPS) Local / national employers PETA	July 2023
		Careers Week – explicit curriculum focuses on academic subjects linking to potential careers.	- Curriculum area all offer careers-based lesson within the week. - Tutor time, community circles allow discussion and questions to be answered following discussion.	Careers Lead (LPS) Curriculum Leaders	July 2023
1,2	Every parent to have access to good quality information about their child’s future study options and labour market opportunities.	Understanding of parent’s knowledge means information is relevant. 1005 of parents are able to access simple carers information.	-Surveys sent to understand parent understanding of careers’ terms. - Trafalgar TV, website and social media updated sharing key information requested via survey. - Information videos created at key transition points to help parents understand options available. - A range local college and technical providers asked to support with video content -Website updated to provide clear information about the local labour market for all stakeholders.	Careers Lead (LPS) Local Colleges and technical providers	Reviewed following termly survey July 2023
		CPD for all staff supports tutor role in discussing post 16 and KS4 choices with parents.	-Surveys sent to understand parent understanding of careers’ terms. - Weekly bulletin used to share key information, based on upcoming calendared events.	Careers Lead (LPS)	Ongoing July 2023
5,6	All students to have access to providers of technical qualifications and apprenticeships.	All students have two encounters with a provider of technical education or apprenticeships in Year 8-9 and two in Years 10-11.	Events calendared. Planning ensures experiences provide students with at least, minimum information.	Careers Lead (LPS)	Jan 2023

			Access policy updated.	Assistant Head teacher for curriculum. (LCL)	
		Key information about providers shared with staff, students and parents via the website and social media.	-Website and updated to provide clear information for all stakeholders.		
6	All work experience placements are to be handled in house through the Salterns Academy Trust.	WEX database to be expanded in line with support of Havant and South Down's and Salterns Trust in line with school growth.	<ul style="list-style-type: none"> - Database evaluated and potential provision calculated. - Database developed to include businesses that offer WEX for both pre and post-16. - Signposting for T Levels is explicit and suitable WEX placements are found. 	- Careers Lead (LEL)	Jan 2023

Stakeholder and Employee Engagement

Trafalgar School continues to nurture working relationships with: Barclays life skills; Formaplex; Royal Navy; UTC; Sailing organisations; The Police and other front-line services; local colleges, technical providers and universities, most recently the University of Oxford. This is in order to explore as many opportunities as possible with our students with the overriding aim of opening their eyes to the world of possibilities before them. We firmly believe in raising students' aspirations through regular experiences outside of the everyday curriculum and our careers provision forms an important part of this.

Monitoring and Evaluation

The careers strategy, which will be updated annually, will be monitored by the Assistant Headteacher for Curriculum who will have core responsibility of overseeing this to ensure Trafalgar School remains outward thinking in its approach to careers. The 'Compass Careers Benchmark Tool' will form a key part in reviewing the provision on offer at Trafalgar School and will support the process of reviewing this annually and planning future careers education.

To support this, careers will feature in Governors meetings (linked to data tracking and NEET reporting) with termly reports expected to enable them to provide the necessary challenge and support to ensure this initiative does not lose momentum. Governors' minutes will be published on the website for parents and carers to access at any point, as will the updated careers strategy.

[Trafalgar School: Provider Access Policy is available on our School Website.](#)

Student entitlement

All students in Years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeship opportunities as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Core offer:

Year group / term	Year 7	Year 8	Year 9	Year 10	Year 11
Autumn 1				PSHE Preparation to complete college and job application forms and interviews.	College and Post 16 options Fair (to include UTC)). Alumni Students (small group work: 'A day in the life of a college student.) 1:1 Careers Interviews.
Autumn 2	Careers and Further Education Fair.	COPC Enterprise Day.	Magistrates Court Law Visit. Barclays Bank .	The BIG Interview (Mock interview with a local employer).	College application drop in's (Run by full range of local colleges- including the UTC). 1:1 Careers Interviews. COPC Taster day.
Spring 1	International Woman's day Talk (STEM careers in science). Employer Engagement Project: careers using maths / science / English. In class employer led sessions.	International Woman's day Talk- STEM careers in science Trafalgar School hosting: women in STEM city wide event. Employer Engagement Project: careers using maths / science / English. In class employer led sessions.	College Presentation Options Evening Student and Parent Event (To include parent information talk about post 16 options including technical education with local colleges and technical provider invited.) Using languages in careers. Group workshops. Employer Engagement Project: careers using maths / science / English. In class employer led sessions.	Apprenticeship Bus (talk and group discussions with current apprentices).	HSDC/ COPC college on site Interviews. Winchester University visit. 1:1 Careers Interviews.
Spring 2	STEM WEEK Medical Services Employment talk.	STEM WEEK UTC Tour (post 16 STEM opportunities including T levels).	STEM WEEK Medical Services Employment talk.	UTC Tour and Talk. (Post 16 options.) Work Experience. 1:1 Careers Interviews.	Targeted Careers Interviews.
Summer 1				Careers and Higher Education Fair. Parent Information evening- making sense of post 16 options (to include T levels and technical education). HSDC College Taster Day. 1:1 Careers Interviews.	

Summer 2			Girls Network – networking and employer mentoring.	1:1 Careers Interviews Girls Network – networking and employer mentoring.	
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