

Careers Programme Overview

Curriculum Outline

This document provides an overview of some of the key elements outlined in the Careers Progression Framework.

1. Careers Education

Class teachers fully support students and discuss career by delivering embedded careers lessons, which aim to inspire, provide guidance and help students to aspire. This includes broadening the horizons of our students and challenging stereotypical thinking about the kind of careers individuals might choose. Class teachers will use a range of teaching methods to do this, including group and one-to-one sessions.

Teachers and teaching assistants work closely with our students to help them identify their interests, strengths and motivations, which we use as a basis for planning support from an early age.

Our curriculum has four identified pathways; Connecting & Responding (based at Knighton Fields), Early Learning, High Needs, and Learning for Life. CEIAG is delivered across each of these pathways in ways that are appropriate to the needs of the students. The table below outlines whether CEIAG is embedded or taught as a discrete subject, how progress is tracked and any accreditation links from Key Stage 4 upwards:

Pathway	How CEIAG is delivered	How progress is tracked	Accreditation
Early Learning	Embedded across curriculum (F2-KS1)	Evidence for Learning – Learning Journeys	n/a
High Needs	Embedded across curriculum (KS2-KS4) Discreet Preparation for Adulthood lessons (Post 16)	Evidence for Learning – Learning Journeys Accreditation trackers	ASDAN Lifeskills Challenges (KS4) Gateway Preparation for Employment (Post 16)
Learning for Life	Embedded across curriculum (KS2) Discreet Preparation for Adulthood lessons (KS3-Post 16)	Evidence for Learning – Learning Journeys Accreditation trackers	Gateway Preparation for Employment/Skills for Employment (Post 16)
Connecting & Responding	Embedded across the curriculum (KS2-3) Discreet Preparation for Adulthood lessons (KS4-Post 16)	Evidence for Learning – Learning Journeys Accreditation trackers	ASDAN Transition Challenge (KS4) ASDAN Towards Independence (Post 16)

In addition to the above, we plan a range of enrichment experiences including mock interviews, work placements, enterprise activities, careers fairs, assemblies, work place visits and talks as outlined in this document.

Some of the education areas covered include:

Role play – Students could play with costumes and other props themes around different jobs. This could involve responding to ‘situations’ set by staff or involve ‘free play’.

Visits from external speakers – For some students, this may involve them linking uniforms and equipment to jobs, whilst for others, this may consist of a presentation followed by a question and answer session.

Offsite visits – Offsite visits involve discussions about careers and roles, whether the visit is part of the wider curriculum or specifically related to learning about jobs.

Linking classroom learning to the outside world – Class teachers link regular lesson content to careers and the world of work. Our Post 16 curriculum, in particular, focuses on functional skills needed for work and wider independence. We ensure that we highlight how specific skills and qualities, including those recognised in our Ellesmere Qualities, could be useful in the world of work.

Enterprise activities and competitions – Students work individually or in teams on specific questions and tasks to develop career-relevant skills and competencies. This could be during regular lessons or in dedicated activities, depending on the student. Some recent examples include cafes, bake sales and jewellery making.

Work-related learning and work experience

Although some of our Key Stage 4 students take part in some forms of work experience, many of our students continue with us into our Post 16 provision and we are confident that all students will gain appropriate and meaningful work-related experience whilst at Ellesmere.

Outlined below are the different types of work experience we offer to our students:

Class based work experience

Students of all ages can undertake work experience in their classes, such as having responsibility for collecting and handing out dinner bands, taking messages to other classes or staff, helping with photocopying.

School based work experience

Students from KS4 and Post 16 can undertake work experience and placements within the school. Current examples including supporting premises staff, collecting and sorting recycling, listening to younger children read, supporting in Early Years classes (Post 16 only).

Community work experience

When ready, students who have developed their employability skills undertake a real-life work experience placement within the local community. We have had students based in local pre-schools, at Soft Touch Café, charity shops, Premier Inn, Leicester Parks and Gardens department and the King Richard the Third visitor centre.

Community involvement and events

Students across the school are involved in charity and community events to develop a range of skills, knowledge and experience which is transferrable to the world of work, including team work. For example, students have taken part in Children in Needs, Red Nose Day and raising money for schools in Africa and India.

Project Search

Some students will join our Project Search programme in Year 13 or 14 where they work at one of our partnership locations (Hotel Voco, Leicester University, Leicester Royal Infirmary) for 5 days a week in a variety of roles. For further information about this, please see our Careers page on the school website.

College visits

We support students who are identified as leaving in Year 11 and Post 16 to attend and engage in transition visits to the local FE colleges. This helps to prepare them for life after school, whilst developing new skills, knowledge and experience of being in a new setting.

2. Careers Information

Local Offer Live

We support students to attend the annual Local Offer Live event, which takes place over a week in the Summer Term. This includes stalls and workshops where students and their families can find out more about services that offer support locally for children and young people with special educational needs and disabilities. This has included the DWP, LLEP, VALUES, Disabled Children's Service and local FE colleges.

National Careers Service (NCS)

The NCS provides over the telephone and online careers services to 13-18-year olds with information, advice and guidance on learning, training and work opportunities.

A link to the NCS website is available in the Careers section of the Ellesmere website, which we encourage students, parents and carers to access.

External partners

We invite employers, FE colleges and previous students, where appropriate, to school to speak with students about the world of work, college and opportunities available. Our Provider Access Policy is available on the school website.

Some examples of what employers may want to offer include:

- To volunteer and attend events

- To mentor and give students and staff advice
- To deliver business presentations or workshops
- To provide students with a taste of life at work
- To offer mock interviews

We aim for our students from Year 7 to have at least one meaningful encounter with an employer every year. We will endeavour to approach STEM employers and businesses to engage with our work.

Resources

We have a range of career specific books and resources available from the Lead Teachers and within the school libraries. In addition, we use resources from the Job Explorer Database from Careersoft.

Any careers literature we receive from local organisations and services which provides information on courses, open days and careers fairs to help inform the decision-making process are available in reception.

3. Careers Advice and Guidance

Independent and impartial careers information, advice and guidance

We are aware of our statutory duty to secure access to independent, impartial careers guidance for students, which is an entitlement for those in Year 8 until students leave Ellesmere.

We work with careers advisors from Connexions and LEBC, who are experienced in providing careers advice to students with special educational needs and disabilities. We understand that it is crucial for young people to have high-quality and impartial information and guidance to get the most out of their learning, to enable successful progression from one stage to another and to inform the important choices that young people make for future career aspirations.

Students are also given advice and guidance from staff members that have known them for a long time, helping students to explore their options, holistically. This may be during EHCP reviews, Preparation for Adulthood lessons or EHCP/Wellbeing time.