



Star



Highfield
Leadership Academy

NURTURING TODAY'S **YOUNG PEOPLE**,
INSPIRING TOMORROW'S **LEADERS**

CAREERS AND ENTERPRISE PROGRAMME

Highfield Leadership Academy



Document control

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| This document has been approved for operation within: | Highfield Leadership Academy | | |
| Status | Trust Requirement | | |
| Owner | Star Academies | | |
| Date effective from | September 2023 | Date of next review | September 2024 |
| Review period | 1 Year | Version | 6 |

Key information

If you would like further information about our careers programme, please contact our careers leader.

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| YEAR 7 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|---|-----------------------------------|---|------------------|----------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Guidance designed to support the six principles of STEM | STEM | BAE Systems, RAF & Royal Navy Education Programme Roadshow | Gatsby 2, 4 & 5 | September |
| Subject Focus | Careers in the Curriculum | Each curriculum area highlights possible career paths including technical pathways at the beginning of each new topic | Gatsby 4 | September - July |
| PD Tutor session | Introduction to new careers | Each week through key messages pupils are introduced to new careers using the MyPath series of videos – Job of the Week | Gatsby 4 | September - July |
| PD Tutor Session | Route to Success Young Enterprise | Careers Route to Success online Young Enterprise programme (hopes and dreams) | Gatsby 1,2 &5 | September - December |
| Embedded PSHE Sessions | Enterprise and Employability | To understand the skills and qualities associated with enterprise and employability | Gatsby 4 | September onwards |



| YEAR 8 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|---|--|---|------------------|------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Guidance designed to support the six principles of STEM | STEM | BAE Systems, RAF & Royal Navy Education Programme Roadshow | Gatsby 2, 4 & 5 | September |
| PD Tutor session | Introduction to new careers | Each week through key messages pupils are introduced to new careers using the MyPath series of videos – Job of the Week | Gatsby 4 | September - July |
| Subject Focus | Careers in the Curriculum | Each curriculum area highlights possible career paths including technical pathways at the beginning of each new topic | Gatsby 4 | September - July |
| Embedded PSHE Sessions | Careers and Life Choices | To consider rights and responsibilities in the community, including in careers and life choices | Gatsby 4 | Autumn 2 |
| Pupil Visit | Careers Fair | Opportunity for pupils & parents to speak to a wide variety of employers about career opportunities | Gatsby 2 & 5 | Autumn 2 |
| Drop Down | Enterprise Project Careers and Enterprise Company | Pupils work in teams to develop business and enterprise skills | Gatsby 4 | Spring 1 |



| YEAR 9 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|---|---|--|------------------|------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Embedded PSHE Sessions | Employability | A personal review to identify strengths, interests, qualities and ambitions and making the links between these and employability | Gatsby 4 | Autumn 1 |
| Subject Focus | Careers in the Curriculum | Each curriculum area highlights possible career paths including technical pathways at the beginning of each new topic | Gatsby 4 | September - July |
| PD Tutor session | Introduction to new careers | Each week through key messages pupils are introduced to new careers using the MyPath series of videos – Job of the Week | Gatsby 4 | September - July |
| Drop-in session | Drop-in sessions with Careers Advisor | Regular lunch time drop ins with the Careers Advisor | Gatsby 8 | Autumn 1 |
| Embedded PSHE Sessions | Enterprise Mindset and World of Work | Develop an enterprising mindset and prepare for the world of work | Gatsby 4 | Autumn 2 |
| Pupil Visit | Careers Event Blackpool Conference Centre | Enables pupils to talk to a variety of post 16 providers and employers before making decisions about their option choices | Gatsby 2, 5 & 7 | Spring 1 |
| Pupil Visit | Raising Awareness Day | Pupils visit Edge Hill University to learn about degree level study and life at university | Gatsby 7 | Spring 1 |
| Workshop and Presentation | Steps for Success Future First | Advisors promote the importance of making correct option choices at ages 14 and 16 | Gatsby 2 | Spring 2 |



| YEAR 9 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|---|------------------------------------|--|------------------|-----------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Parents' Evening | Options Evening | Evening for parents to find out about the range of pathways and courses available at KS4 | Gatsby 2 | Spring 2 |
| Pupil workshop | Enterprise Day Young Enterprise | Pupils take part in a Trading Game Challenge to develop enterprise skills | Gatsby 4 | Summer 1 |



| YEAR 10 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|--|---------------------------------------|---|------------------|------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Subject Focus | Careers in the Curriculum | Each curriculum area highlights possible career paths including technical pathways at the beginning of each new topic | Gatsby 4 | September - July |
| PD Tutor session | Introduction to new careers | Each week through key messages pupils are introduced to new careers using the MyPath series of videos – Job of the Week | Gatsby 4 | September - July |
| Drop-in sessions | Drop-in sessions with Careers Advisor | Regular lunch time drop ins with the Careers Advisor | Gatsby 8 | Autumn 1 onwards |
| Drop-in sessions | Drop in Visits with FE | Regular lunch time drop in visits from local colleges | Gatsby 7 | Autumn 1 onwards |
| Drop down Day | Careers Fair | Opportunity for pupils and parents to speak to a wide variety of employers about career opportunities | Gatsby 2 & 5 | Autumn 2 |
| Presentation | What Is an Apprenticeship? | All students receive information regarding the apprenticeship pathway for post-16 or post-18 study | Gatsby 2 & 7 | Spring 1 |
| Drop-down Day | 'Your' Future Day Future First | Pupils work with employers and learn about vital employability skills | Gatsby 5 | February |
| Pupil Visit | World of Work Day | Pupils spend a day at Haven to experience various teams including Food & Beverage, Facilities and Activities | Gatsby 5 & 6 | Summer 2 |
| Embedded PSHE Sessions | Work Experience | Pupils analyse the employability skills they developed while on placement | Gatsby 4 | Summer 2 |



| YEAR 10 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|--|---|--|------------------|-----------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Taster Day | Y10 Futures' Day College taster days | Pupils spend half a day experiencing either A-level or non-A-level post 16 pathway through a visit to Blackpool Sixth Form College. Pupils spend a day exploring non-A level routes including T Levels, BTECs and Apprenticeships through a visit to Blackpool and the Fylde College | Gatsby 7 | Summer 2 |
| Speakers & talks re: Careers | Various Employers | Law, Engineering, NHS, RAF/Army, Magistrates | Gatsby 5 | September - May |



| YEAR 11 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|--|---------------------------------------|---|------------------|----------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Subject Focus | Careers in the Curriculum | Each curriculum area highlights possible career paths including technical pathways at the beginning of each new topic | Gatsby 4 | September - May |
| PD Tutor session | Introduction to new careers | Each week through key messages pupils are introduced to new careers using the MyPath series of videos – Job of the Week | Gatsby 4 | September - May |
| Drop-in sessions | Drop in Visits from FE providers | Regular lunch time drop in visits from local colleges | Gatsby 7 | September – May |
| Drop-in sessions | Drop-in sessions with Careers Advisor | Regular lunch time drop ins with the Careers Advisor | Gatsby 8 | September – May |
| Presentations | FE Presentations | Assembly presentations from local FE colleges and apprenticeship providers including technical routes such as T Levels | Gatsby 7 | September – December |
| Pupil Visit | University visit | Residential visit to Oxford University Alternative visits to Edgehill University | Gatsby 7 | September - February |
| Pupil Interviews | Careers Interview | One-to-one interview with the Careers Advisor at least once in the year | Gatsby 8 | September – July |
| Sustained Destination | Pathways For All | Work with Engagement Coaches to ensure sustained destinations for potential NEET pupils | Gatsby 1 | September – July |
| Embedded PSHE Sessions | Post 16 Options | To learn about the application for post 16 options. Includes CV writing | Gatsby 4 | Autumn 2 |
| Drop down Days | Careers Fair | Opportunity for pupils and parents to speak to a wide variety of employers about career opportunities | Gatsby 2 & 5 | Autumn 2 |



| YEAR 11 CAREERS AND ENTERPRISE PROGRAMME | | | | |
|--|-----------------------------------|---|------------------|--------------------------------|
| ACTIVITY | TITLE | DESCRIPTION | GATSBY BENCHMARK | TIMESCALE |
| Initial Destinations | Year 11 Destinations Update | Pupils are tracked by the school regarding their college, apprenticeship or work destination. Records are updated to include the start of the cross-agency work for pupils who are potentially NEET | Gatsby 1 | Autumn 2 |
| Presentation | Apprenticeship pathways | Pupils develop an understanding of Apprenticeships | Gatsby 2 & 7 | Spring 1 |
| Parents' Evening | Y11 Parents' Evening | Opportunity for parents to learn about local post-16 provision | Gatsby 8 | Spring 1 |
| Presentation | Preparing for an Interview | Pupils shown the essential skills for a successful interview | Gatsby 8 | Spring 1 |
| Pupil Interviews | Mock Interviews | A practice job interview for all pupils, conducted by local employers | Gatsby 6 | Spring 2 |
| Presentation | Developing Skills | Representatives from the National Citizens Service (NCS) explain the range of opportunities available to Y11 pupils | Gatsby 5 | Spring 2 |
| Pre-Destination Register | Tracking of Proposed Destinations | A database of destinations for pupils is compiled and those who are at risk of being NEET receive support to find a placement | Gatsby 1 | Summer 1 |
| Sustained Destination | Year 11 Destinations Update | Pupils are tracked by the school regarding successfully sustaining their college, apprenticeship or work destination | Gatsby 1 | Autumn 1 of the following year |