

Outwood Post 16 Centre – Careers Programme – 2022-2023 Academic Year

At Outwood Post 16 Centre, development for student progression is at the heart of our curriculum as Post 16 bridges the transition between aspiration and realisation of student potential. High quality advice and guidance supports students to connect opportunities with their potential, to ensure they make informed and realistic decisions regarding their post-18 destination. The curriculum prepares students for future success in education, employment or training through providing; unbiased information to all our students about their potential next steps; high quality, up-to-date local, regional and nationally relevant careers guidance. Students develop skills, attitudes and values through positive engagement and experiential learning in enrichment activities and/or work experience, preparing them for employment, training or progression to higher study. Students have a number of fulfilling opportunities for good quality and meaningful encounters with the world of work through industry placement, collaborative project work and non-qualification activities. Students are signposted to high quality impartial careers guidance, which enables all students to make informed decisions to facilitate progress and take ownership of their post-18 destination.

Our Senior Leadership Team, Guidance Tutors and Support Staff work with students to:-

- ✓ Ensure all students have impartial careers advice and guidance
- ✓ Provide opportunities for students to research potential post-18 progression pathways
- ✓ Enhance their employability skills and encourage them to 'stand out from the crowd'
- ✓ Provide support, advice and guidance on their university, apprenticeship, employment or training application
- ✓ Ensure they are fully prepared for interviews for their post-18 destination
- ✓ Enhance student links with the world of work & alumni students

The extensive careers programme offered to all our students has been developed in line with The Gatsby Benchmarks and CDI Framework guidance.

Engagement with potential students – Pre-Enrolment

Year 10 – Student Taster Sessions	Students from Outwood Academy Valley and Outwood Academy Portland are invited to attend the Centre to participate in a session to encourage students to start considering their Post-16 opportunities.	Gatsby Benchmark : 3 CDI Framework : GTL
Feeder School Assemblies/Information	Year 11 assemblies take place, early in the Autumn Term, outlining the potential post-16 pathways available to all students, including Outwood Post 16 Centre, Colleges and training providers. Postcards are issued to students to ensure parents are kept abreast of the information students are receiving.	Gatsby Benchmark : 3 CDI Framework : GTL / EP
Year 11 Application Process	Year 11 students and their parents/carers are invited to our Open Evening providing them with the opportunity to hear about the subjects we offer and the application process. All subjects offered at the Centre of represented allowing students and their parents/carers to gain first-hand details of each course. Independent careers advisors are also present on this evening along with SLT, support staff and current students.	Gatsby Benchmark : 3 CDI Framework : GTL
Year 11 Application Support	Year 11 students are invited to attend ‘Application drop-in sessions’ providing them with additional information, advice and guidance with their application.	Gatsby Benchmark : 3 CDI Framework : GTL / EP / MC / CO
Year 11 Transition Days	Students who have been offered a place at Outwood Post 16 Centre, are invited in for 2 days in the Summer Term to experience life as a post 16 student and trial subject specific sessions which they have either chosen or considering.	Gatsby Benchmark : 3 CDI Framework : GTL / EP / MC / CO / BLW
Year 11 into 12 Enrolment	All students enrolling at the Post 16 Centre will be given a 1:1 appointment to formally enrol, discuss their progression pathway and have the opportunity to speak to an independent careers advisor.	Gatsby Benchmark : 3 CDI Framework : GTL / EP / MC / CO
Year 12 Induction Day	New Year 12 students attend the Centre for the first time as students. They have an administration morning with the opportunity to discuss again their courses and progression route, either with a member of the Post 16 team or independent careers advisor.	Gatsby Benchmark : 3 CDI Framework : GTL / EP / MC / CO

Programme of Activities

Below outlines the core programme of activities for each year group, by term. Please note that this programme is subject to change. Students will be notified, through the Guidance Programme, digital signage, texts, emails and website, of events throughout the academic year.

Term	Year 12	Year 13		
Autumn Term	<p>Year 12 Induction Day Support & IAG available regarding your subject choices. Student Profile sheet completed</p>	<p>Gatsby Benchmark : 3 CDI Framework : GTL/EP/MC/CO</p>	<p>Guidance Programme Weekly contact with Guidance Tutors continue with a focus on UCAS applications, Apprenticeship applications and research into local employment opportunities. This also includes personal statement support for all students.</p>	<p>Gatsby Benchmark : 3 CDI Framework : EP</p>
	<p>Guidance Programme Weekly contact with Guidance Tutors who encourage independent research into potential career pathways, whilst developing their personal, social and independent skills.</p>	<p>Gatsby Benchmark : 1/2/3/4/5/6/7/8 CDI Framework : GTL/EP/MC/CO/BLW/SBP</p>	<p>Parent's Evenings / Progress Evening Students and their parents/carers are invited to speak with SLT, teachers and independent careers advisors. Parents also invited to attend the online parent's evening offered by Lincoln University.</p>	<p>Gatsby Benchmark : 8 CDI Framework : GTL/EP/MC/CO/SBP</p>
	<p>Introduction to Careers Service Progress Careers are advertised through a dedicated Guidance session offering support on HE, Apprenticeships and alternative post-18 destinations.</p>	<p>Gatsby Benchmark : 1/2/3 CDI Framework : GTL/EP/MC/CO</p>	<p>HE Widening Participation Programmes Students involved in The Elephant Group continue to be supported as part of their 2 year programme. NHS Allied Healthcare programmes are also encouraged to students who fit the eligibility criteria to help raise student aspirations.</p>	<p>Gatsby Benchmark : 3/7/8 CDI Framework : GTL/EP/MC/CO</p>
	<p>HE Widening Participation Programmes The Elephant Group, Social Mobility Foundation, Realising Opportunities, Nuffield Research, NHS Allied Healthcare, Sutton Trust Ambition 16-18 programme. Students who fit the eligibility criteria will be encouraged to participate to help raise student aspirations.</p>	<p>Gatsby Benchmark : 3/7/8 CDI Framework : GTL/EP/MC/CO</p>	<p>University Open Days Students are encouraged to attend University Open Days which are advertised via the Guidance Programme.</p>	<p>Gatsby Benchmark : 7 CDI Framework : CO</p>
	<p>Medicine, Dentistry and VetMed Applications In2Medschool, Medlink and VetMed programmes offered to all students considering a career in one of these areas</p>	<p>Gatsby Benchmark : 3/7 CDI Framework : GTL/EP/MC/CO</p>	<p>Personal Statement Workshops Universities attending P16 to provide information, advice and guidance on personal statements, UCAS application process and Apprenticeship application processes.</p>	<p>Gatsby Benchmark : 7 CDI Framework : CO</p>
	<p>The Elephant Group Students who are identified as having the ability to apply to the University of Oxford and the University of Cambridge, with target grades of A* and A grades are encouraged to participate programme which starts in Year 12 and continues until the end of Year 13.</p>	<p>Gatsby Benchmark : 3/7/8 CDI Framework : GTL/EP/MC/CO</p>	<p>Mock Interview Sessions Students are invited to attend Mock Interview sessions in preparation for their university / apprenticeship / employment interviews. This is extremely important for students applying to Oxbridge, Medicine, Dentistry, Veterinary Medicine, Nursing, Midwifery, Primary Teaching.</p>	<p>Gatsby Benchmark : 3/7 CDI Framework : CO</p>
	<p>Progress Evening Students and their parents/carers are invited to speak with SLT, teachers and independent careers advisors.</p>	<p>Gatsby Benchmark : 8 CDI Framework : GTL/EP/MC/CO/SBP</p>	<p>Admission Tests (BMAT, UCAT, LNAT etc) Students who require an admissions test to study at a particular university or a particular course will be able to sit these in the Post 16 Centre during the Autumn Term.</p>	<p>Gatsby Benchmark : 3 CDI Framework : CO/BLW</p>

Term	Year 12		Year 13	
Spring Term	<p>Guidance Programme Guidance programme begins to focus on progression with sessions focused on researching their next steps, planning for progression using the UCAS Hub and Unifrog and university visits. Students are continually reminded of the importance of work experience, open days and MOOCs.</p>	<p>Gatsby Benchmark : 2/3/5/7 CDI Framework : CO/EP/BLW/SBP</p>	<p>Guidance Programme Continued support with UCAS / apprenticeship / employment applications. Targeted sessions for students at risk of not submitting their application by the deadline date.</p>	<p>Gatsby Benchmark : 3 CDI Framework : EP</p>
	<p>Widening Participation Programmes Students are encouraged to participate in programmes such as UNIQ (University of Oxford), UCAS Discovery Apprenticeship Fair, HeppFEST, to broaden their progression aspirations.</p>	<p>Gatsby Benchmark : 3/7/8 CDI Framework : GTL/EP/MC/CO</p>	<p>Outreach Programme Guest speakers from universities present information on student life, student finance, next steps after applying, accommodation and the transition to HE.</p>	<p>Gatsby Benchmark : 2/5/7 CDI Framework : EP/MC/CO/BLW/SBP</p>
	<p>Outreach Programme Guest speakers from universities, apprenticeship providers, Institute for Apprenticeships and Technical Education and HeppSY will be invited in throughout the Spring Term to provide in-depth IAG to enable students to make informed decisions about their post-18 progression.</p>	<p>Gatsby Benchmark : 2/5/7 CDI Framework : EP/MC/CO/BLW/SBP</p>	<p>'What Next' in North Notts Careers shows Students and their parents/carers are invited to attend the free North Notts 'What Next?' careers event, where universities, apprenticeship providers and employers are represented.</p>	<p>Gatsby Benchmark : 2/5/7 CDI Framework : GTL/EP/MC/CO</p>
	<p>'What Next' in North Notts Careers shows Students and their parents/carers are invited to attend the free North Notts 'What Next?' careers event, where universities, apprenticeship providers and employers are represented.</p>	<p>Gatsby Benchmark : 2/5/7 CDI Framework : GTL/EP/MC/CO</p>	<p>National Careers Week and National Apprenticeship Week These are national events and are designed to provide a careers guidance focus for each identified week. Activities take place in Guidance and opportunities for students to participate in outside of the Centre are also advertised.</p>	<p>Gatsby Benchmark : 2 CDI Framework : EP/MC/SBP/CO</p>
	<p>National Careers Week and National Apprenticeship Week These are national events and are designed to provide a careers guidance focus for each identified week. Activities take place in Guidance and opportunities for students to participate in outside of the Centre are also advertised.</p>	<p>Gatsby Benchmark : 2 CDI Framework : EP/MC/SBP/CO</p>	<p>Progress Evening Students and their parents/carers are invited to speak with SLT, teachers and independent careers advisors.</p> <p>Apprenticeship Fairs Students are signposted to the various Apprenticeship Fairs taking place locally and nationally.</p>	<p>Gatsby Benchmark : 8 CDI Framework : GTL/EP/MC/CO/SBP</p> <p>Gatsby Benchmark : 2 CDI Framework : EP/MC/SBP/CO</p>

Term	Year 12		Year 13	
Summer Term	<p>Guidance Programme Guidance programme continues to focus on progression with sessions focused on researching their next steps. Directed sessions focus on the UCAS process, personal statements, CV writing and apprenticeship/ employment applications.</p>	<p>Gatsby Benchmark : 2/3/5/7 CDI Framework : CO/EP/BLW/SBP</p>	<p>Apprenticeship / Employment Support Students who have not secured an apprenticeship, employment or undecided on their post-18 destination have access to independent career support.</p>	<p>Gatsby Benchmark : 2 CDI Framework : EP/MC/GTL/CO</p>
	<p>Progress Evening Students and their parents/carers are invited to speak with SLT, teachers and independent careers advisors.</p>	<p>Gatsby Benchmark : 8 CDI Framework : GTL/EP/MC/CO/SBP</p>	<p>UCAS Applications Support is available for any student who is responding to their offers, competing their student loan application or have now decided to apply to university through UCAS.</p>	<p>Gatsby Benchmark : 2 CDI Framework : EP/MC/GTL/CO</p>
	<p>University Open Days Students are signposted to university open days and HE Fairs. All Y12 students participate in a full day at Hull University for their 'This is Hull: Uni Life' event to help raise student aspirations and provide an insight into university life.</p>	<p>Gatsby Benchmark : 7 CDI Framework : CO</p>	<p>Post Results Service Our dedicated staff are available on results day and the day following the issue of results to provide support, advice and guidance where necessary. Our independent careers advisors and representatives from local universities are also available to support our students.</p>	<p>Gatsby Benchmark : 8 CDI Framework : EP/MC/GTL/CO</p>
	<p>Careers / Employers Fair Students, parents and carers invited to attend The Bridge Skills Hub to meet representatives from local universities, attend seminars and meet local employers.</p>	<p>Gatsby Benchmark : 2/3/5/7 CDI Framework : EP/MC/CO</p>		
	<p>Admission Testing Registration Students intending to study a course or at a university where an admissions test is required (UCAT, BMAT, LNAT, Cambridge or Oxford) will be required to register for these tests.</p>	<p>Gatsby Benchmark : 3 CDI Framework : MC</p>		
	<p>Tasks to continue with over the Summer Students are required to continue with their UCAS application, including completing their personal details, education and employment sections. They must also have the first draft of their personal statement ready. Students not applying for university must have their CV up to date, but they must also have a Personal Statement and academic reference.</p>	<p>Gatsby Benchmark : 2/3 CDI Framework : GTL/MC</p>		