

# Careers programme Information



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Crown Hills Community College  
Policy Document

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|------------------------------------|----------------|----------------------------|--------------------------------------|------|
| <b>Policy Date:</b>                | September 2025 | <b>Version:</b>            |                                      |      |
| <b>Next Review:</b>                | September 2026 | Principal: Mr. Farhan Adam | Signature                            | Date |
| <b>Ratified by Governing Body:</b> |                |                            |                                      |      |
|                                    |                | <b>SLT Link:</b> YPA       | <b>Date Reviewed:</b> September 2025 |      |

### Our mission is very simple:

“We want every student to be the best they can be, thrive in the best possible career and contribute positively to society.”

A young person’s career is the progress they make in learning and work. All young people are entitled to a planned programme of careers activities to help them choose pathways that are right for them, to be able to manage their education and career options and sustain employability throughout their lives.

Crown Hills is committed to providing a planned programme of careers education, information, advice and guidance for all students in Years 7-11. We aim to raise the aspirations of all students, to equip them with the skills to self-evaluate their progress and plan towards their future goals.

Our named Careers Lead in school is Mr Yusuf Patel and our Careers Advisor is Shehnaz Kidy. Please do get in touch if you have any specific careers queries.

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Our careers provision is based on the Gatsby Benchmarks as recommended in the DfE’s Careers Strategy (December 2017) and the Statutory Guidance for Careers (January 2018). The 8 benchmarks are outlined below:

1. A stable careers programme
2. Learning from labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

### Aims of the Careers Programme

The main aims of the programme are to:

- Provide a planned programme of careers education, information, advice and guidance for students of all ages
- Give access to independent and impartial information on opportunities in learning and work
- Give individualised careers guidance and support.
- Provide experience of the workplace to develop key employability skills.
- Identify and reduce the likelihood, through a variety of interventions, of students becoming NEET (not in employment, education or training) when they leave us.

- Ensure students have interactions with a variety of colleges, training providers, employers and universities in order to make informed decisions.

### What can students expect from the Careers Programme?

| Year Group | Planned Activity 2024/25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| <b>7</b>   | <ul style="list-style-type: none"> <li>• Introduction to the careers library and the careers service</li> <li>• Introduction to Xello</li> <li>• Career of the Week – projected on interactive screens in all zones</li> <li>• Career of the Week – shared during tutor time/tutor programme</li> <li>• Life Skills – Enterprising skills and introduction to careers, challenging career stereotypes and raising aspiration</li> <li>• Year group Assembly to introduce careers adviser - careers library, notice boards, life skills, tutor programme, Xello, employer engagement events</li> <li>• Year group visit to a local university</li> <li>• Volunteering opportunities throughout the school year to develop skills and qualities required in the world of work</li> <li>• Crown Hills Student Ambassador Programme</li> <li>• Year Group and Whole School Council opportunity.</li> <li>• Student Leadership Opportunities including the SSAT Leadership Qualification</li> <li>• Curriculum links to careers</li> </ul> |
| <b>8</b>   | <ul style="list-style-type: none"> <li>• Career of the Week – shared during tutor time/tutor programme</li> <li>• Life Skills – reinforcing equality of opportunity in careers and life</li> <li>• Year group Assembly to introduce careers adviser - careers library, notice boards, life skills, tutor programme, Xello, employer engagement events</li> <li>• Volunteering opportunities throughout the school year to develop skills and qualities required in the world of work</li> <li>• Crown Hills Student Ambassador Programme</li> <li>• Year Group and Whole School Council opportunity.</li> <li>• Student Leadership Opportunities including the SSAT Leadership Qualification</li> <li>• Curriculum links to careers</li> </ul>                                                                                                                                                                                                                                                                                        |
| <b>9</b>   | <ul style="list-style-type: none"> <li>• Life Skills – Understanding careers and future aspirations, GCSE Options process, enterprise project</li> <li>• Year 9 Options curriculum focused on subject choices and links to career/post-16 options</li> <li>• GCSE Options Evening</li> <li>• LEBC Mock Interviews</li> <li>• Year group Assembly to introduce careers adviser - careers library, notice boards, life skills, tutor programme, Xello, employer engagement events</li> <li>• Volunteering opportunities throughout the school year to develop skills and qualities required in the world of work</li> <li>• Crown Hills Student Ambassador Programme</li> <li>• Year Group and Whole School Council opportunity.</li> <li>• Student Leadership Opportunities including the SSAT Leadership Qualification</li> <li>• Curriculum links to careers</li> </ul>                                                                                                                                                              |
| <b>10</b>  | <ul style="list-style-type: none"> <li>• Life Skills – Transition to KS4, personal values and assertive communication, work experience preparation, drafting CV's and covering letters</li> <li>• Year group Assembly to introduce careers adviser - careers library, notice boards, life skills, tutor programme, Xello, employer engagement events</li> <li>• KS4 Careers Fair</li> <li>• LEBC Speed Networking</li> <li>• Connexions support provided to LAC/EHCP students</li> <li>• Drop in at the careers office at lunch time and after school</li> <li>• Employer encounter – visit to industry</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                    |

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|           | <ul style="list-style-type: none"> <li>• Volunteering opportunities throughout the school year to develop skills and qualities required in the world of work</li> <li>• Crown Hills Student Ambassador Programme</li> <li>• Year Group and Whole School Council opportunity.</li> <li>• DofE Opportunity</li> <li>• Student Leadership Opportunities including the SSAT Leadership Qualification</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>11</b> | <ul style="list-style-type: none"> <li>• 1:1 interviews with all Year 11 students – complete action plans.</li> <li>• Follow up interviews for students making apprenticeship application</li> <li>• Apprenticeship support – interview preparation and advertising jobs</li> <li>• College Lunch-time talks</li> <li>• Life Skills – College application process, skills for employment, career progression,</li> <li>• Year group Assembly to introduce careers adviser - careers library, notice boards, life skills, tutor programme, Xello, employer engagement events</li> <li>• KS4 Careers Fair</li> <li>• Assembly on Post-16 Option Process and ongoing preparation through tutor programme</li> <li>• LEBC Mock Interviews</li> <li>• NCS promoted to all Year 11 Students – Assembly</li> <li>• Connexions support provided to LAC/EHCP students</li> <li>• Drop in at the careers office at lunch time and after school</li> </ul> |

### People and work

- Understanding the relevance of work in different cultures
- Motivations for work
- Understanding leisure and work satisfaction
- Understanding the impact of unemployment
- Understanding the impact of technology
- Understanding the three main employment sectors
- Explaining globalisation and multinational companies and the change in working patterns
- Looking at economic migration
- Investigating case studies involving conflict in the workplace, equality legislation and the role of trade unions