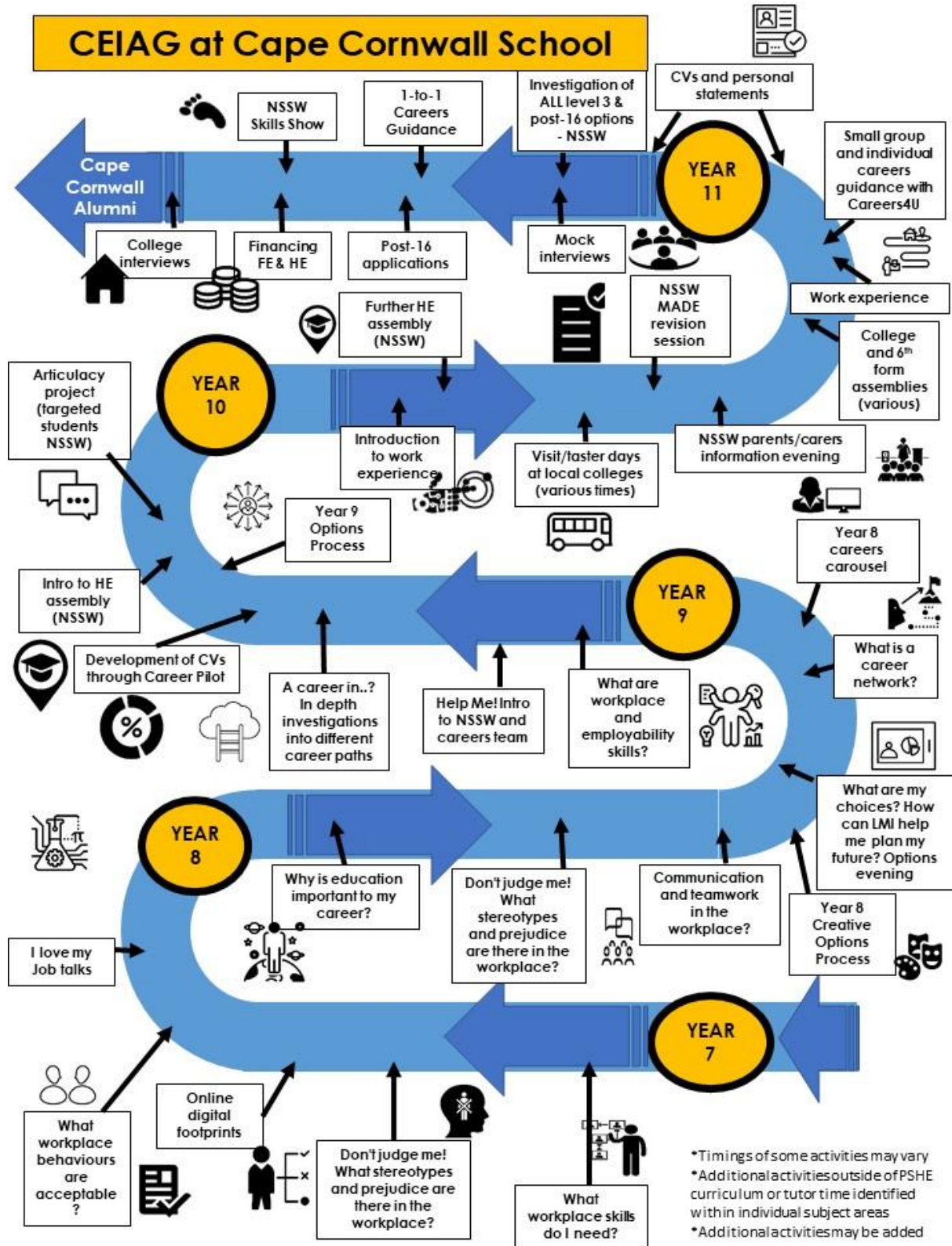


# CEIAG at Cape Cornwall School



## Careers Programme

### Rationale

CEIAG is an essential part of the school curriculum which allows for an effective transition between school and the world of work. Cape Cornwall School will provide a range of opportunities for students to develop transferable skills, explore career pathways available to them and the qualifications required. Effective CEIAG can support students in making well informed decisions about learning and work and can raise aspirations in terms of achievement.

### Purpose and Aims

The purpose of CEIAG is to provide students with a range of opportunities to engage in activities that will further develop their skills and knowledge about the wider world of work. CEIAG also aims to inform students about the wide range of careers available to them locally, nationally and internationally. Cape Cornwall School not only aims to deliver the statutory requirements of CEIAG but to support students through exceptional one to one guidance throughout the five-year journey at Cape Cornwall School.

The aim of CEIAG:

- Help raise aspirations of all students
- Help raise attainment
- Support students in choosing the right courses for them
- Increase an understanding of the world of work
- Ensure that all students have appropriate provision suited to their needs
- Create successful transition to the next stage of education and work
- Empower students to make informed choices about their futures
- Creating a CEIAG service that is responsive to student needs
- Give unbiased advice and guidance to all
- Promote equal opportunities as per the Equality Act 2010
- Challenge gender stereotypes

### Methods

There are a range of methods through which these outcomes will be met through the curriculum and extra-curricular opportunities:

- Create an awareness of the world of work
- Provide opportunities to raise student aspirations

- Develop student knowledge of local labour market information
- Auditing skills and identifying where these can be used in the world of work
- Support students to develop their personal skills
- Provide 1: 1 impartial CEIAG
- Engage with local business and enterprise to support

PSHE time is in black

Assembly/tutor time is in green

Other curriculum subjects are in red

Collapsed timetable days and extra-curricular are in blue

## **Year 7**

### **Autumn term**

- PSHE unit of work 'Introduction to the world of work'
- Enterprise and creativity lesson
- Only digital footprints lesson
- Workplace behaviors lesson

- Challenging gender stereo types lesson
- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Introduction to the Careers and Work-Related Learning Co-ordinator and resource library
- Speed networking event that gives students the opportunity to meet volunteers from a range of sectors. Volunteers answers questions developed by students working in small groups. Volunteers picked to challenge gender stereotypes. Focus on employability skills **(Unable to take place in 2020 due to Covid-19)**
- Assembly with Software Cornwall (virtually)
- BAE Navy in Science and Physics **(Unable to take place in 2020 due to Covid-19)**
- Promoting good IT practice in the work place such as use of secure passwords and writing formal emails linked to job applications.
- Geography links to chocolate (Chocolate trade unit)
- Work with Matt Ashdown on Scores of People project (Music)

### Spring Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- HE assembly – Marjon and Falmouth University
- Ask Assemblies on apprenticeships
- Assembly with Dynamo Healthcare
- Using internet, apps and social media safely and securely. Consider digital footprint and how this may affect future job prospects
- Introduction to Python programming and jobs this can be linked to
- Demonstration and talk from blues/rock musician

### Summer Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Careers research: identifying future potential careers by researching careers website online. Also introduces how to research effectively online.
- Write a CV and formal letter and understand the job applications process

- Demonstration and talk from professional samba leader
- Restormel Castle Trip- design and key features (History)

**Additional** 1:1 interviews with the Careers Advisor (open door policy, drop in sessions and Head of Year referral)

## Year 8

### Autumn Term

- Why is education important? lesson
- Careers networking and LMI lesson
- Transferable skills lesson
- Challenging assumptions lesson
- Finance and skills block in PSHE
- Career Pilot introduction
- 'I love my job' tutor session preparation
- 'I love my job' tutor session with survey follow up
- Career Pilot session
- Assembly with Software Cornwall (virtually)
- BAE Navy in Science and Physics (**Unable to take place in 2020 due to Covid-19**)
- Assembly with Software Cornwall (virtually)
- Create flowcharts and algorithms – used in many industrial jobs.
- Continue to develop Python programming skills and the jobs this can be linked to

- Work with Matt Ashdown on Scores of People project (Music)
- Careers carousel/speed networking event **(Unable to take place in 2020 due to Covid-19)**
- Attendance of careers advisor at parents evening and options evening.

### Spring Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- HE assembly – Marjon and Falmouth University
- Options assembly
- Ask Assemblies on apprenticeships
- Assembly with Dynamo Healthcare
- Components of a computer system and how to create a computer system appropriate for a particular job
- Demonstration and talk from popular musician
- STEM – Faraday Challenge (D&T)

### Summer Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Introduction to how networks work and which networks are best suited for specific jobs.
- Create web pages for a particular purpose with links to marketing
- Demonstration and talk from professional samba leader
- International Women in Engineering Day- Truro High School for Girls
- Creative trip to Falmouth University (Penryn Campus)

### Additional

- 1:1 interviews with Careers Advisor (open door policy, drop in sessions and Head of Year referral)

- Option guidance interviews

## Year 9

### Autumn Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Assembly with Software Cornwall (virtually)
- Employability skills lesson
- Labour market Information lesson
- CV development lesson
- Unemployment lesson
- Work with Matt Ashdown on Moogiewonderland project (Music)

### Spring Term

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- HE assembly – Marjon and Falmouth University
- Options support through tutorial sessions and Options Evening
- Careers and Labour market Information Assembly
- Ask Assemblies on apprenticeships
- Assembly with Dynamo Healthcare
- 'Where can this subject take you?'- presentations in individual subjects as part of the build up to options evening
- Attendance of careers Advisor at parents evening and options evening

- Maths masterclass
- Demonstration and talk from film composer
- Tom McFadden – St Just Butcher: Chicken preparation workshop
- Newlyn Master Fishmonger Fish filleting workshop

### **Summer Term**

- Finance and skills unit in PSHE
- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Falmouth University Degree Show (D&T)
- End of Year Exhibition: Truro & Penwith College Diploma, A Levels and Degree show. (D&T)

### **Additional**

- Bronze Duke of Edinburgh Award



## Year 10

### Autumn Term

- 'I love my job' tutor session preparation
- 'I love my job' tutor session with survey follow up
- Career Pilot session
- Assembly with Software Cornwall (virtually)
- Multi-skills Festival support (PE- leadership)
- MasterChef: 'Future Chef' Springboard Competition
- Level 3 Options

### Spring Term

- Ask Assemblies on apprenticeships
- Assembly with Dynamo Healthcare
- Workshop with a local composer
- Tom McFadden – St Just Butcher: Chicken preparation workshop
- Newlyn Master Fishmonger Fish filleting workshop
- Mencap 'Round the world challenge'- BTEC students develop leadership working with Kites students
- Careers event at HDS
- Sport psychology and fitness trip to Penwith College (BTEC)
- Exeter Theatre Trip

### Summer term

- Preparation for work experience (assemblies)
- Follow up preparation covering health and safety, safeguarding and expectations on work experience
- Career Pilot session
- One week of work experience
- Work experience de-brief
- Mock interviews
- Workshop with a local performer
- Post 16 college open evenings
- Falmouth University Degree Show (D&T)
- End of Year Exhibition: Truro & Penwith College Diploma, A Levels and Degree show. (D&T)

### **Additional**

- Silver Duke of Edinburgh Award
- Students complete written applications to apply for leadership roles within school
- Extended work experience for all students on alternative provision

## **Year 11**

### **Autumn Term**

- CV updating
- 1:1 or small group support with careers advisor
- College application support
- Employability skills- self assessment and development of action plan
- Labour Market Information- looking at county and national statistics

- Series of post 16 assemblies (College, 6<sup>th</sup> form and apprenticeship provider)
- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- Career Pilot session
- Assembly with Software Cornwall (virtually)
- College virtual open events promoted through tutor time and Facebook
- Multi-skills Festival support (PE- leadership)
- Mock Interviews with teachers- preparation and take part in 10-minute college preparation interviews

### **Spring Term**

- 'I love my job' tutor preparation
- 'I love my job' tutor session with follow up survey
- HE assembly – Marjon and Falmouth University
- Ask Assemblies on apprenticeships
- Assembly with Dynamo Healthcare
- National Citizen Service- Introduction to volunteering opportunities
- College applications with careers advisor
- Exeter Theatre Trip
- Geavor Mine and Levant Mine GCSE fieldwork trip (History)

### **Summer Term**

- Revision techniques
- Leavers on-line surveys to help evaluate the impact of CEIAG

### **Additional**

- Post 16 taster events advertised through tutor times
- Duke of Edinburgh Award- develops employability and personal skills as well as work experience through volunteering
- National Citizen Service (NCS) scheme during summer holiday