

Careers

Careers contact:

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Covid 19

During this period we are following the planned programme as far as possible but in a number of instances face to face contact will be substituted with blended or virtual learning experiences.

Careers Programme information 2020-2021

Trinity Catholic High School employs an experienced Careers leader 2 days per week to provide students with Careers Education, Information, Advice and Guidance.

In addition the school uses 'Prospects' to source additional independent careers advice for students. Prospects provide individual careers interviews for students and give careers presentations to whole year groups relevant to the Key Stage. For this academic year the individual careers interviews are being conducted by phone or via Zoom. Careers activities are also delivered through our PSHE and assembly programme at KS3 and 4, our Personal and Spiritual Development programme at KS5 and through the curriculum for all subjects.

At Trinity we are committed to providing all our students from year 7 to 13 with a comprehensive programme of careers education, information, advice and guidance (CEIAG) and work related learning (WRL). All students take part in our careers programme which aims to raise all the aspirations of young people and give them access to high quality information about future study options and

labour market opportunities to enable them to choose the career that is right for them.

Our careers programme is specifically designed to embed the Gatsby Careers Benchmarks into our work within CEIAG. The Gatsby Benchmarks are a framework of 8 guidelines that define excellent career guidance, which the Department of Education (DfE) expects schools and colleges to meet by the end of 2020.

The eight Gatsby benchmarks of Good Career Guidance are given below:

- A stable careers programme
- Learning from career and labour market information
- Addressing the needs of each pupil
- Linking curriculum learning to careers
- Encounters with employers and employees
- Experiences of workplaces
- Encounters with further and higher education
- Personal guidance

STEM

STEM is given a high priority at Trinity, as is reflected by the appointment of two STEM coordinators. A range of stem activities are offered across all three Key Stages which are designed to highlight the relevance of STEM subjects for a range of future career paths and challenge stereotypical thinking and raise aspirations.

Mrs Roger coordinates a range of STEM activities within the curriculum whereas Ms Williams coordinates a range of extra-curricular STEM activities.

Examples of Careers Programmes undertaken by our students:

Key Stage 3 Year 7 & 8

The focus in Year7 and 8 is to help students learn more about themselves, to challenge preconceived ideas and gender stereotypes, learn more about the range of career paths available to them and to raise their aspirations. This is normally delivered through assemblies and within the PSHE programme. This academic year this will be further facilitated through Unifrog. Unifrog is an online careers platform designed specifically to meet many aspects of the Gatsby Benchmarks. Unifrog offers many excellent interactive resources for students and teachers to use and affords students a place to keep a record of activities completed and competencies gained.

Year 9

A key focus in year 9 is on Option Choices including how the choices made for Key Stage 4 study impact on post 16 choices. A range of activities and events take place to help students make informed choices most suited to their talents and to encourage ambitious aspirations.

Students and parents are offered the opportunity to meet individually with the Head of Year and the Careers Leader to help with option choices.

Students are encouraged to access and explore the resources and videos on Unifrog to support the option choice process.

Key Stage 4 Year 10

Work Experience and the preparation for work experience is a particular focus for year 10. Work experience has always been valued at Trinity because the opportunity for encounters with employers and to gain work related experience is advantageous when entering the labour market and it can often be extremely motivating for students as they approach the final year of their GCSE courses. The government now stipulates that all students should have first- hand experience of the work place to help their exploration of career opportunities and expand their networks and our school is well placed to do this as we have experience over many years of implementing successful work experience opportunities for all Y10 students.

During the Covid period it has become increasingly difficult to place students and the usual two week block placement has been put on hold. As an alternative, students follow a programme that supports them in all the aspects leading up to a work experience placement alongside encouraging the students to apply for a virtual work experience placement. Many companies are currently offering these work experience placements during half term breaks.

Students are also able to access virtual 'encounters with employers' through the numerous videos on Unifrog which give testament from a range of people within a whole host of work environments.

A blended curriculum has been developed for year 10 during Covid which covers

the following key topics:

- How to contact employers
- Health and safety in the workplace
- How to behave in the workplace
- The work experience journal
- Curating your online profile
- Social media and personal brand
- CVs and cover letters
- Preparing for interviews
- Researching possible work experience placements and how to contact employers
- Work experience at home part 1-3
- Virtual work experience placement (if possible)

Year 11

This year students are focused on preparation for GCSE exams. They are supported in this through workshops on revision strategies and study skills.

Students also need to be supported to make appropriate choices for their post 16 pathway. We recognise that Year 11 students are at a key transitional phase and endeavor to ensure that all students who require information, advice or guidance receive an appointment with our independent careers advisor.

All form groups are also given presentations from our independent careers advisor to ensure they know all the options and opportunities open to them post 16. In addition we normally invite students and parents to an evening meeting with our advisor with a specific focus on alternatives to A levels such as courses offered by Further Education Colleges, apprenticeships and technical qualifications.

We normally invite a range of providers into school for a Further Education Careers Fair.

For this academic year, the two activities described above will be replaced by virtual presentations from our independent careers advisor to ensure that students are informed of all the post 16 options and opportunities open to them.

This will include online presentations from colleges, as part of a drop down half day, and a presentation that introduces them to the search facilities for both Further Education colleges and apprenticeships that can be accessed through the Unifrog platform.

Key Stage 5

Careers advice, information and guidance is an important part of the curriculum in Y12 and Y13. It is built into the taught Personal and Spiritual Development (PSD) programme and the tutor time curriculum in both Y12 and Y13. The key focus is on preparing students for post KS5 destinations. This includes both Higher Education in the UK and abroad, other education options, taking a gap year, employment and apprenticeships including degree apprenticeships. All aspects of the application and interview processes for these various options are covered within the programme. In the current academic year much of this is being delivered by distance learning.

There is an extensive programme for potential Oxbridge students, including interview techniques and taster days.

All Y12 and Y13 students have the opportunity to attend 3 external higher education fairs in the autumn and summer terms. These have currently been replaced by virtual events.

Extensive help and support is given throughout the UCAS process. This includes writing personal statements, choice of courses and university and the application and interview process. Students are encouraged to attend at least three open days and taster days. Again, in the current academic year the majority of these events are virtual.

Outside speakers from a range of professions are normally invited in to give talks to students. Students are currently being directed to webinars that provide an alternative to this provision.

Our independent careers advisor is available by appointment to give individual help and information in Y12 and Y13.

Our aim is to ensure that all students are supported in making the informed and

appropriate career choices.

Careers activities across Key Stages

Trinity Annual Summer Careers Fair

This takes place each July and gives students across all Key Stages an opportunity to learn about a range of career pathways, open to them, and to meet a range of employers. This event also provides encounters with Further Education providers and Universities.

Impact of Careers provision

The impact of careers provision is measured through destinations analysis.

Please follow the links on website: [about us](#), [performance tables, 16-18](#), [destinations](#).

Review Date

June 2021

Useful Careers Links

The National Careers Service

<https://nationalcareers.service.gov.uk/>

This provides information, advice and guidance to help you make decisions on learning, training and work opportunities. The service offers confidential and impartial advice. This is supported by qualified careers advisers.

The National Careers Service website aims to:

- help you with careers decisions and planning
- support you in reviewing your skills and abilities and develop new goals

- motivate you to implement your plan of action
- enable you to make the best use of high quality career related tools

Unifrog

<https://www.unifrog.org/>

Unifrog is a complete destinations platform which helps students compare every opportunity, then apply successfully. It also empowers teachers and counsellors to manage the progression process effectively. All students at Trinity are given a personal login to Unifrog and parents will be informed as to how to access the portal at the same time as it is introduced to students in a particular year group.

Careersbox

<https://www.careersbox.co.uk/>

Careersbox is a free online library of careers related film, news and information. As the preferred digital new media partner to the Institute of Career Guidance, the largest careers body in the UK, Careersbox aim is to deliver a new way for students to explore their skills and career options.

Plotr

<https://www.thecdi.net/affiliate/plotr>

Plotr is a free-to-access, Government supported and industry-led website that connects young people (aged 11-24) to the world of work. It provides inspiration, exploration and discovery through a series of interactive Careers Worlds; a set of Employer Profiles; an engaging Resource Centre and an Opportunity Finder that contains information about local Apprenticeships, work experience and entry level roles. Plotr makes connections and bridges the gap between education and employment. It is built around [the Game](#) which uncovers careers matched to their skills, interests and personality.

Life Skills

<https://barclayslifeskills.com/>

Life Skills, created with Barclays, is a free, curriculum-linked programme, developed with teachers to help improve the skills and employability of young people in the UK.

icould

<https://icould.com/>

icould has a range of video clips showing real people talking about their jobs and careers.

Career pilot - Plan your study & work.

<https://www.careerpilot.org.uk/>

This website covers your choices at 14, 16 and 18, explore different job sectors and how you can study and work at the same time - even to university level.

Success at School

<https://successatschool.org/>

Success at school is the place for young people to explore careers, get the lowdown on top employers, and search for the latest jobs, courses and advice. The study guide section within [youthspace](#) contains a range of information including help on making options choices in Year 9, post 16 options, and getting into higher education.

Central Government's dedicated apprenticeship website

<https://www.gov.uk/apply-apprenticeship>

The Central Government's [dedicated apprenticeship website](#) has a whole range of information to help young people decide if apprenticeships are the right route for them. You can also search for apprenticeship vacancies.