

## Careers Education Impartial Advice & Guidance Key Stage 3 – 5 Plan

<p>Key Stage 3 Study programme</p>	<p>As part of their PSHE curriculum pupils study the following areas:</p> <ul style="list-style-type: none"> <li>• Rights and responsibilities</li> <li>• Freedom of speech, democracy and rights,</li> <li>• Handling money</li> <li>• Being a responsible citizen/social responsibility</li> <li>• Self-evaluation and goal setting</li> <li>• Work-life balance</li> <li>• Planning for the future to improve the community</li> <li>• Making informed choices</li> </ul>
<p>Key Stage 4 Study programme</p>	<p>Pupils study Personal and Social Development units include:</p> <ul style="list-style-type: none"> <li>• Developing Self</li> <li>• Managing Own Money</li> <li>• Managing Social Relationships</li> <li>• Use of Technology in the Home and Community</li> <li>• Working as a group</li> </ul>
<p>Key Stage 5 Study programme</p>	<p>Pupils are on a bespoke pathway and will study:</p> <ul style="list-style-type: none"> <li>• Entry level Work Skills and Employability</li> <li>• Entry level Preparing for Work</li> </ul> <p>Pupils participate in workshops to include:</p> <ul style="list-style-type: none"> <li>• CV writing</li> <li>• Job research and application</li> <li>• Mock Interviews</li> <li>• Travel training</li> <li>• Keeping safe online</li> </ul>
<p>Events</p>	<ul style="list-style-type: none"> <li>• Impartial Advice – pupils from Year 9 onwards received Impartial Advice annually</li> <li>• Year 9 Options evening – pupils explore the study options open to them in line with their chosen pathway and career plans.</li> <li>• Next Step event – CEIAG event planned by the school annually for pupils from Year 9 and up, plus parents and carers</li> </ul> <p>Kent Choices Live – a KS4 and 5 event organised by the LEA – now The Education People</p>

## Careers Education Impartial Advice & Guidance Key Stage 3 – 5 Plan

Work experience opportunities	In –line with Gatsby Benchmarks pupils will have workplace learning opportunities from Key Stage 3 onwards, this includes: <ul style="list-style-type: none"><li>• Online webinars organised by The Education People on workplace experiences</li><li>• Employment based talks from local employers</li><li>• Visits from ex-pupils who are now working</li><li>• Work experience placements ranging from one day supported to permanent year long placements as part of their personalised timetable at Key Stage 5.</li></ul>
-------------------------------	---

### Impact:

Progress towards outcomes is recorded using Pupil Asset data and is available for pupils, parents and other professionals three times per year for pupils up to the end of Key Stage 4. From Key Stage 4 onwards progress is measured against their personalised pathway, using all progress data and mapped with their mentor against their personal targets and EHCP outcomes. All work experience placements are mapped by the Work Skills and Employability HLTA to ensure continuous progress and development of each pupil; this member of staff is also the key link for employers and parents, in addition to Form Tutors.

### Career's Leader:

Mel Winter – Assistant Head Teacher

[Mel.winter@thebeacon.kent.sch.uk](mailto:Mel.winter@thebeacon.kent.sch.uk)

Nicki Hughes - Work Skills and Employability HLTA

[Nicola.hughes@thebeacon.kent.sch.uk](mailto:Nicola.hughes@thebeacon.kent.sch.uk)

Date of next review of published information – July 2019