

ST CATHERINE'S CATHOLIC SCHOOL – CAREERS PROGRAMME

At St Catherine's School we place great emphasis on our students having a personal development programme that ensures that they are well equipped for further education and employability. This starts from Year 7 and builds significantly through Year 8 to 11. We make every effort to get 100% of our students onto the right career path through this structured programme and focus on careers education from Year 7. Students have access to a full time Careers Education, Information, Advice and Guidance advisor throughout their time with us. We have dedicated 'drop-down' days with a careers focus which is supported by all staff at St Catherine's School.

Year	Planned Programme	Outcomes	When	Resources	Delivered by
Year 7	Exploring varied careers	Learning and identifying new job roles- exploring opportunities. Knowledge of varied occupations and how they contribute to their daily lives. Planting seeds of aspirations that they can one do something that contributes to society.	ECM Days	PowerPoints, work sheets, group work	All teaching staff
	"Dream Job"	Begin to understand the skills and qualities needed for their dream jobs	ECM Days	PowerPoints, work sheets, group work	All teaching staff
	Skills and Personality Types	Developing self-awareness of their own strengths and interests and how they relate to each other	ECM Days	PowerPoints, work sheets, group work	All teaching staff
	Extra-curricular activities - Trips, Projects, Lunchtime/ after school clubs- STEM Clubs, Enterprise clubs	Linking curricula with careers over a longer period of time gives students experience of work-related learning. Practical projects engage students and help develop interest in subject areas.	All Year	Dependent on projects and activities	CEIAG Coordinator, STEM Leaders, Teaching staff, external parties
	Access to assembly speakers	Exposure to influential role models from a young age helps students learn about different job roles, inspire students to be aspirational and promoting self-development.	All Year	Presentations	CEIAG Coordinator

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Year 8	"Dreams vs Reality"	Developing on their knowledge from Year 7 of varied occupations and skills. Understanding the importance of skills and qualifications, working hours, salaries and taxes. Building on their own self-awareness by doing skills and personality tests.	ECM Days	PowerPoints, work sheets, group work	All teaching staff
	Debate	Raising awareness of what migrants are. Identifying the skills and occupations of migrant workers in the UK	ECM Days	PowerPoints, videos, work sheets, group work	All teaching staff
	CAFOD Factory Game	Another perspective of careers - exploitation of workers in Mexico. Students take on job roles to act out working conditions and roles	ECM Days	CAFOD worksheets, group work	All teaching staff
	Extra-curricular activities - Trips, Projects, Lunchtime/ after school clubs- STEM Clubs, Enterprise clubs	Linking curricula with careers over a longer period of time gives students experience of work-related learning. Practical projects engage students and help develop interest in subject areas.	All Year	Dependent on projects and activities	CEIAG Coordinator, STEM Leaders, Teaching staff, external parties
	Access to assembly speakers	Exposure to influential role models from a young age helps students learn about different job roles, inspire students to be aspirational and promoting self-development.	All Year	Presentations	CEIAG Coordinator

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Year 9	Group Careers Meetings	45 minute sessions with students in groups to discuss career preferences. Students discuss work experience and routes at Post-16 and beyond	Autumn Term	Prospects, careers questionnaire	Prospects careers advisor, CEIAG coordinator
	Year 9 Options Evening	Support for students and parents choosing their GCSE subject choices	January	GCSE Options booklet	SLT, Subject teachers, CEIAG Coordinator, Prospects Adviser
	Careers Networking Event	Meeting a range of employers to gain insight into career paths and progressions	ECM Days	Question & Answer booklets	All teaching staff, CEIAG Coordinator, Employers, Parents
	Careers Conference	Focussing on hard skills and soft skills for job roles. Researching GCSE subject choices and Post-16 choices.	ECM Days	Fast Tomato, worksheets, PowerPoints, group work	All teaching staff, CEIAG Coordinator
	Personal Finance	Developing awareness of tax and salaries. How to manage money effectively.	ECM Days	Worksheets	All teaching staff, CEIAG Coordinator
	Introduction to Higher Education	Students visit a number of Higher Education Institutions based on their GCSE subject choices and careers aspirations	July	Presentations	CEIAG Coordinator, Universities, all teaching staff
	Extra-curricular activities - Trips, Projects, Lunchtime/ after school clubs- STEM Clubs, Enterprise clubs	Linking curricula with careers over a longer period of time gives students experience of work-related learning. Practical projects engage students and help develop interest in subject areas.	All Year	Dependent on projects and activities	CEIAG Coordinator, STEM Leaders, Teaching staff, external parties
	Access to assembly speakers	Exposure to influential role models helps students learn about different job roles, inspire students to be aspirational and promoting self-development.	All Year	Presentations	CEIAG Coordinator

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Year 10	1:1 Careers Meetings	20minute sessions with students to develop on the Year 9 group meetings. Students discuss work experience and routes at Post-16 and beyond	Spring Term	Prospects, Prep & Planning questionnaire	Prospects careers advisor, CEIAG coordinator
	Work Experience Preparation	Students begin preparation for work experience in Year 11. CV Writing, Letter of Applications, mock interviews, contacting employers	October ECM Day	PowerPoints, work sheets, group work	CEIAG Coordinator, all teaching staff, Prospects, external agencies
	Drop in Sessions'	Work experience support during break, lunch and after school	All Year	Careers Office	CEIAG Coordinator
	Extra-curricular activities - Trips, Projects, Lunchtime/ after school clubs- STEM Clubs, Enterprise clubs	Linking curricula with careers over a longer period of time gives students experience of work-related learning. Practical projects engage students and help develop interest in subject areas.	All Year	Dependent on projects and activities	CEIAG Coordinator, STEM Leaders, Teaching staff, external parties
	Access to assembly speakers	Exposure to influential role models helps students learn about different job roles, inspire students to be aspirational and promoting self-development. Insight into apprenticeships at 16 and 18.	All Year	Presentations	CEIAG Coordinator
	Lunchtime speakers	Exposure to influential role models helps students learn about different job roles, inspire students to be aspirational and promoting self-development.	All Year	Presentations	CEIAG Coordinator

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Year 11	Work Experience	Students partake in one week of work experience at the beginning of Year 11	September	Work Experience booklets, employer and student feedback forms	Employers, Bromley EBP, CEIAG Coordinator, all teaching staff
	1:1 Follow up Meetings	Students who are struggling with their choices after Year 11 are entitled to a follow up meeting with Prospects and CEIAG coordinator to help with routes at Post-16 and applications support	Autumn Term	Action plan, application advice and guidance	Prospects careers advisor, CEIAG coordinator
	Personal Statement Writing	Students draft personal statements ready for Further Education.	ECM Days	PowerPoints, work sheets, group work,	CEIAG Coordinator, all teaching staff
	How to apply for routes at Post-16	Research sixth forms and colleges for courses and required grades. Research the difference between apprenticeships and vocational subjects vs. A-Levels and the IB	ECM Days	UCAS Progress	All teaching staff
	Mock Interviews	Interview tips and skills. Practice in groups and with teachers how to be confident in interviews for sixth form and college plus for employment	ECM Days	PowerPoints, work sheets, group work,	All teaching staff, Prospects, external agencies
	Cost of Living	Building on how to manage money effectively from Year 9.	ECM Days	PowerPoints, work sheets, group work,	All teaching staff, external agencies
	Drop in Sessions'	Post -16 Application support during break, lunch and after school.	All Year	Careers Office	CEIAG Coordinator
	Access to speakers	Exposure to influential role models helps students learn about different job roles, inspire students to be aspirational and promoting self-development. Insight into apprenticeships at 16 and 18.	Autumn Term	Presentations	CEIAG Coordinator