The Norton Knatchbull Careers Programme 2023-2024

Gatsby Benchmarks

1. A Stable Careers Programme - Every school and college should have *an embedded programme of career education* and guidance that is known and understood by pupils, parents, teachers, and employers.

2. Learning from Career and Labour Market Information - Every pupil, and their parents, should have access to good quality information about *future study options and labour market opportunities*. They will need the support of an *informed adviser to make best use of* available information.

3. Addressing the Needs of Each Pupil - Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout.

4. Linking Curriculum Learning to Careers - All teachers **should link curriculum learning with careers. For example, STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.**

5. Encounters with Employers and Employees - Every pupil should have *multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace*. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.

6. Experiences of Workplaces - Every pupil should have *first-hand experiences** of the workplace through work visits, work shadowing *and/or work experience* to help their exploration of career opportunities and expand their networks.

7. Encounters with Further and Higher Education - All pupils should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.

8. Personal Guidance - Every pupil should have opportunities for guidance interviews with a career's adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs.

Careers Education	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6	
		Employer	National	Employer			
		encounters/Alumni	Careers Week 4 th	encounters/Alumni			
		talks	– 9 th March 2024	talks			
			Bespoke				
			activities during				
			form time				
PD				Personal			
				Development			
				career lessons			
				start with the			
				launch of Unifrog			
Cross curriculum	Cross curricu	Cross curricular links made to careers and opportunities discussed throughout each topic area as appropriate					

Careers Education	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
	Parent	Employer	National	Employer	Careers	
	information	encounters/Alumni	Careers Week	encounters/Alumni	Fair in	
	evening –	talks	4 th – 9 th March	talks	school to	
	Careers		2024 Bespoke		include	
	Leader to		activities during		higher	
	provide		form time		education	
	information				providers	
	on Careers					
	Education in					
	Year 8					
PD						Personal Development
						Morrisby Careers and
						Unifrog explored
						alongside a booklet of
						tasks and challenges
						delivered in class
Cross curriculum	Cross curricula	r links made to career	s and opportunitie	s discussed througho	ut each topic	area as appropriate

Careers	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Education						
	Parent	Employer	National Careers Week 4 th	Employer	Careers Fair in	GCSE
	information	encounters/Alumni	– 9 th March 2024 Bespoke	encounters/Alumni	school to include	options
	evening – Careers	talks optional.	activities during form time	talks optional.	higher education providers	confirmed
	Leader to	Career 1-2-1	National Apprenticeship	Career 1-2-1	p	
	provide	discussions as	week 5 th - 11 th February	discussions as		
	information	requested with the	2024 dedicated talks and	requested with the		
	on Careers	in-house career's	links to apprenticeships	in-house career's		
	Education in	advisor	The Education People to	advisor		
	Year 9		deliver an assembly.			
			GCSE option choice subject assemblies			
			Career 1-2-1 discussions as requested with the in-			
			house career's advisor.			
			Options evening			
PD			Personal Development			
			Option choices for KS4			
			(GCSE) explored via Unifrog			
			and in class discussions			
Cross curriculum	Cross curricul	ar links made to care	ers and opportunities discuss	ed throughout each to	ppic area as approprie	ate

Education		Term 2	Term 3	Term 4	Term 5	Term 6
Education						
	Parent information evening – Careers Leader to provide information on	Employer encounters/Alumni talks	National Careers Week 4 th – 9 th March 2024 Bespoke activities during form time	Employer encounters/Alumni talks	Careers Fair in school to include Higher education providers. Mock Interviews (Preparation and	Work experience Week (Programme of support in place for SEND
	Careers Education in Year 10		National Apprenticeship week 5 th - 11 th February 2024		support provided through PD lessons in term 3 and 4)	students from Term 3) Career 1-2-1
			dedicated talks and links to apprenticeships The Education		Career 1-2-1 discussions as requested with the in- house career's advisor.	discussions as requested with the in-house career's
			People to deliver an assembly		Oxbridge mock interviews	advisor.
PD			Personal Development CV writing, Cover Letters, Preparation for work, mock interview preparation supported by Unifrog			Personal Development Work experience Preparation supported by Unifrog
Cross curriculum	Cross curricular	links made to career	ų	liscussed throughout	each topic area as approp	l riate

Careers Education	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
	Parent	Employer	Sixth Form Open	Employer		
	information	encounters/Alu	evening Jan 2024	encounters/Al		
	evening –	mni talks.		umni talks.		
	Careers Leader		National Careers Week			
	to provide	1-2-1 meetings	4 th – 9 th March 2024	Student and		
	information on	with the CA	Bespoke activities during	parent		
	Careers	(Careers	form time	questionnaire		
	Education in Year	Advisor) with all				
	11	Year 11 on	National Apprenticeship			
		going.	week 5 th - 11 th February			
			2024 dedicated talks and			
	1-2-1 meetings	Higher	links to apprenticeships			
	with the CA	Education	The Education People to			
	(Careers Advisor)	providers	deliver an assembly			
	with all Year 11	information via				
		Kent Choices,				
		open mornings				
		and careers				
		fairs				
PD		Personal	Personal Development			
		Development	Options post 16/18			
		Options post	explored via Unifrog,			
		16/18 explored	Morrisby Careers and			
		via Unifrog,	Kent Choices			
		Morrisby				
		Careers and				
		Kent Choices				
Cross curriculum	Cross curricular li	nks made to caree	rs and opportunities discuss	sed throughout e	ach topic area a	s appropriate

Careers Education	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
	Parent	Employer		Employer	Careers and	Work
	information	encounters/	National Careers Week 4 th	encounters/	Apprenticeshi	Experience
	evening –	Alumni talks.	– 9 th March 2024	Alumni talks.	p Fair in	supported by
	Careers Leader		Bespoke activities during		school	CL and form
	to provide	1-2-1 meetings	form time			tutors.
	information on	with the CA		Medstart –	Higher	
	Careers Support	(Careers	National Apprenticeship	applications	Education trip	Focus Day on
	during sixth	Advisor)	week 5 th - 11 th February	completed.	to Royal	Life after NKS
	form.		2024 dedicated talks and		Holloway	
			links to apprenticeships	Launch	University	Options post
			The Education People to	Paul Bromfield	University	18
	1-2-1 meetings		deliver an assembly.	Law Bursary via	Life/ What's	
	with the CA			assembly to	on offer	1-2-1
	(Careers Advisor)		Support applications for	Year 12		meetings with
	As required.		the Sutton Trust Summer	Applications	Higher	the CA
			Schools Programme	due by the end	Education	(Careers
				of summer	Conference TBC	Advisor)
						Student and
						parent
						questionnaire
						Oxbridge
						mock
						interviews
Form Time	Full programme	Full	Full programme of	Full programme	Full	Full
	of personal	programme of	personal development	of personal	programme of	programme of
	development	personal	topics to include careers	development	personal	personal

	topics to include	development	education throughout the	topics to	development	development	
	careers	topics to	year	include careers	topics to	topics to	
	education	include		education	include	include	
	throughout the	careers		throughout the	careers	careers	
	year	education		year	education	education	
		throughout			throughout	throughout	
		the year			the year	the year	
Cross curriculum	Cross curricular links made to careers and opportunities discussed throughout each topic area as appropriate						

Careers Education	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
	Parent	Employer				
	information	encounters/	National Careers	Student and parent		
	evening –	Alumni talks.	Week 4 th – 9 th March	questionnaire		
	Careers Leader		2024			
	to provide	1-2-1 meetings with	Bespoke activities			
	information on	the CA (Careers	during form time			
	Careers Support	Advisor)				
	for options post		National			
	18.		Apprenticeship week 5 th - 11 th			
	Llighereducation					
	Higher education		February 2024 dedicated talks and			
	visits					
	1.2.1		links to			
	1-2-1 meetings with the CA		apprenticeships The Education			
	(Careers Advisor)		People to deliver an			
	As required.		assembly.			
	Morrisby Profile					
	offered to					
	support options					
	Oxbridge mock					
	interviews					
Form Time	Full programme	Full programme of	Full programme of	Full programme of		
	of personal	personal	personal	personal		
	development	development topics	development topics	development topics		
	topics to include	to include careers	to include careers	to include careers		

	careers education throughout the year	education throughout the year	education throughout the year	education throughout the year				
Cross curriculum	Cross curricular links made to careers and opportunities discussed throughout each topic area as appropriate							