



**Worcestershire Careers Hub
Member School**



RIVERSIDES SCHOOL

SCHOOL CAREERS STRATEGY AND ACTION PLAN

**SEPTEMBER 2018
to
AUGUST 2020**



Riversides School is an active member of the Worcestershire Careers Hub and supports the development of Worcestershire's Future Workforce through the Worcestershire Enterprise Adviser Network





RIVERSIDES SCHOOL CAREERS STRATEGY

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Riversides School CAREERS STRATEGY

Purpose and aims

Riversides School is fully committed to ensuring that all of our students acquire the skills, knowledge and attitudes to manage their learning and career progression.

Riversides School has already established a range of effective careers guidance activities which we hope will guide support our students to achieve positive destinations such as A 'levels, Higher Education, Apprenticeships, Technical routes or Employment.

This careers strategy sets out Riversides's key approaches internally and externally to enhance the current careers guidance activities and participation opportunities already available to our students. The aim is to ensure that students are fully prepared for and informed effectively about their next steps and can therefore aspire to achieve their full potential. We want to ensure that our students have both the aptitude and interpersonal skills to effectively communicate and add value within the workplace.

The school will collaborate throughout this strategy with a range of external agencies to help us ensure we will meet all of the mandatory requirements contained within the Department for Educations' new careers strategy. These partnerships will include working alongside The Careers and Enterprise Company (CEC), The Worcestershire Local Enterprise Partnership (WLEP), Worcestershire County Council (WCC), Further Education (FE) and Higher Education (HE) providers, Worcestershire Apprenticeships (WA) and a wide range of local employers.

High quality careers guidance is a crucial part of improving social mobility. Young people make choices based on what they know and what they think is available to them. If our young people are made fully aware of the career pathways and opportunities available to them, they will be more able to make informed choices about which qualifications and career pathways which will enable them to achieve their goals.

The strategy includes measures to further develop and improve the current provision on offer to students and will ensure that Riversides will meet the requirement to meet the eight "Gatsby Benchmarks", set out within the Department for Educations' careers strategy by August 2020.

This strategy outlines our whole school approach to delivering careers guidance to all of our students throughout their journey through education. Careers activity will therefore take place across years 7 through to year 13 as part of the mandatory requirements set by Department for Education and contained within the Gatsby Benchmarks.



Background Information



The Careers and Enterprise Company was set up in 2015 to transform careers and enterprise provision in schools and colleges across England.

The Careers and Enterprise Company had an initial remit to improve employer engagement, through the creation of the Enterprise Adviser Network and support schools to increase the delivery of activities which would help them build long lasting employer relationships (Gatsby Benchmarks 5 and 6).

Worcestershire's Enterprise Adviser Network

The Worcestershire Local Enterprise Partnership (WLEP) and Worcestershire County Council, through their contract with the Careers and Enterprise Company, has been delivering the Worcestershire Enterprise Adviser Network (WEAN) since January 2017 and has placed business leaders within schools to support them with the facilitation of careers related activity and support their achievement of Benchmarks 5 and 6..

Worcestershire was one of the first LEP areas in England to be awarded a central contract with the Careers and Enterprise Company and has been seen as an influential area as the Enterprise Adviser networks were being developed across England.

The WLEP has been leading the way nationally regarding network performance since the delivery of this initiative began and was delighted to become the first LEP area in the country to secure 100% participation from their education establishments. (50x)

The WLEP was also instrumental in demonstrating the need for total inclusion. The WEAN was one of the first areas in the country to also ensure that ALL of our Special Schools and PRU's were allowed to participate within the initiative.

To date Worcestershire has recruited 70+ Enterprise Advisers and assigned each of them to schools participating within the initiative.

In September 2017, due to the success of the WEAN, the WLEP were given permission to develop and deliver a Middle School Pilot and work with 15 schools covering Wychavon, Redditch and Bromsgrove.





What is a Careers Hub?

A Careers Hub is a group of between 20 and 40 secondary schools / colleges / SEN Schools located in the same geographical area, working with universities, other education and training providers, employers and career guidance professionals to ensure that ALL the Gatsby Benchmarks are delivered in each school and college within the Hub and that careers outcomes are improved for all young people. Schools and colleges within the Hub should have a shared vision of how they will work together to improve outcomes for the young people in their area.

Worcestershire Careers Hub

In July 2018 the Worcestershire LEP, in partnership with Worcestershire County Council were successful in their bid for Worcestershire to be awarded "Careers Hub" status by the Careers and Enterprise Company.

The Worcestershire LEP will develop a careers Hub which will contain the maximum number of 40 educational establishments. The "Hub" delivery team over the next 2 years will work with member schools to ensure not only are they meeting the mandatory requirements set out within the Department for Education's Careers Strategy, achieve all eight of the Gatsby Benchmarks but will ensure that Worcestershire students will receive an increased number of employer encounters and activities which will in turn prepare them for the world of work.

The delivery team will continue to build on the success of our showcase careers event the Worcestershire Skills Show, support the promotion of the apprenticeship agenda working with our partner Worcestershire Apprenticeships, and ensure that ALL schools provide students with the opportunity to meet with FE / HE providers and universities to ensure they can continue to make informed choices about which educational and vocational pathways are open to them.

Work will also continue to expand the range of information available to students, parents, employers and teachers through the "Skills4Worcestershire" careers signposting website.





Strategic Careers Leader

As set out within the Department for Education's Careers Strategy Riversides is required to have a designated member of our Senior Leadership Team named as our school's Strategic Careers Lead.

The Strategic Careers Lead will have the responsibility to make sure that we as a school meet our mandatory requirements and work towards achieving all eight of the Gatsby Benchmarks by August 2020.

Adrian Shipley has agreed to undertake this role.

Adrian Shipley will provide both the Head Teacher and the board of governors with regular updates on our progress and will work closely with the Worcestershire LEP delivery team, our assigned Enterprise Adviser and local employers to ensure we deliver this strategy.

Our Careers Team

Adrian Shipley will lead our team which will include the following staff members:

Ros Shadlock Careers and Transitions Advisor, Advance Trust Team

Madeleine Hill Deputy Head

A Primary School link at the Thorneloe site will be identified



Our Enterprise Advisers

Through the Worcestershire LEAs Enterprise Adviser Network Riversides are delighted to have been assigned our own designated enterprise advisers.

Heather Scripps and Lyn Blewitt will be supporting our careers team to assist us to facilitate careers related activity which will help us achieve Gatsby Benchmarks 5 and 6.

May we introduce our assigned Enterprise Advisers.....



Lyn Blewitt – HR Consultant, Omega

Lyn's HR experience extends into 3 decades and includes working for 15 years at a senior level in private and public sector organisations and in consultancy.

Most recently, after 12 years with Worcestershire County Council, Lyn set up Omega HR to provide professional high-quality HR consultancy.

Lyn is delighted to be involved with the Careers and Enterprise programme and looking forward to working with Riversides School from the earliest stages to help its students embrace the opportunities available.



Heather Scripps – Owner, Feasty Foods

Heather established Feasty Food in Sept 2017 with the aim of the business to provide food that is nutritionally sound and to empower others to do likewise.

Heather has had a long career in the Services as a Registered Nurse and Nurse Teacher and remains active in these roles today.

Whilst in the Army Heather saw active Service in Bosnia and Afghanistan where she worked as a Troop Commander and Ward Manager leading a large multi-national team. Other roles in the Army mean that Heather has experience in leadership, recruiting, interviewing and selection, report writing and team working / building.

Heather believes her skills and background can be used in a positive way to work alongside the teaching and support staff at Riversides to help nurture young adults into the world of work.



Current position at Riversides School

Students are currently receiving the following careers related support or participating within the activities listed below during their journey through school:

Reception – Year 6

Pupils explore working life through age-appropriate activities including play, role-play, drama and subject based learning. They begin to learn skills and attitudes which are relevant to the workplace- eg, planning, co-operating, communicating, following instructions, showing leadership, being proactive and resilient. They take part in visits to their local community where they interact with people who are at work.

Each pupil has an Annual review of their Education, Health and care Plan which provides a forum for the pupil's route towards adulthood to be discussed.

Year 7- Year 8

In years 7 & 8 we aim to develop a range of age appropriate skills that prepare our young people for life after school and their individual journeys. We strive to develop resilience, independence and realistic aspirations that our young people can aspire to and feel motivated to improve. This will lead to preparation for the work place or other life experiences. We have devoted part of the curriculum to Work Related Learning where we address the skills and range of employment opportunities.

Year 9

In Year 9 the students start to work closely with one of the Careers Advisors employed by Advance Trust and along with outside providers, work on communication skills and work on acquiring other relevant skills in preparation for the world of work and for making choices.

The EHCP is reviewed annually and routes for after school are discussed. In Year 9 a transition review is held where our Careers Advisor is able to meet with parents/carers in the young person's EHCP meeting. They are also able to meet with the Advisor at parent's evenings or make contact to arrange an individual meet

We profile all students in Year 9 using Talentino resources to see where their interests lie to help with progress through the school and their subject choices. (See link at end of this document to read about Talentino). Employer visits, guest speakers and enterprise activities are introduced in Year 9.

Year 10 and Year 11

Students access Careers and Enterprise learning in the following ways:

- Weekly timetabled "Work Related Learning" sessions using the Talentino Programme and the Job Explorer Database (JED). These help explore future



ideas, investigate the world of work, look at attitudes to work and money and the changing world of work.

- Where appropriate Work Experience tailored to an individual student's needs and interests. This can be done termly or ongoing depending on a student's needs and may be carried out in school or in an outside organisation.
- A planned series of encounters with employers either through students visiting workplaces or by employers coming into school.
- Enterprise opportunities and projects devised by students, staff and our volunteer Enterprise Advisors.
- Regular meetings with the Careers Advisor .
- College Link- there is an opportunity for Yr 10 & 11 Students to attend a local college for one day each week in order to explore the options available for school leavers.
- Students will have the opportunities to find out about courses that are available to them when they leave school through visiting a "Life Beyond School Event" held in one of the Trust schools and the Worcestershire Skills Show.
- Visiting Colleges and Training providers.

Destination Information

Our Careers Advisors record where the students transition to on leaving Riversides and also keep the Local Authority informed of these destinations. Depending on the home address of the students some of the destinations include the local colleges within the county; HOW college in Worcester and Redditch, Warwickshire College Group (Evesham, Pershore and Malvern), Kidderminster College, Kidderminster Academy. There are also some students who prefer to move onto a training provider, for example NOVA training, Droitwich CVS, Mencap and Fork Lift Training or pursue traineeships/apprenticeship if appropriate.

The Careers Team will work closely with other professionals working with the students to ensure a smooth transition. The Careers Team contact all leavers and their families in the Autumn Term to check they have settled into the new placement and will continue to support in the early days of transition.



Teaching staff contribute to the delivery of careers guidance through:

Teachers plan dedicated careers lessons following the 'Talentino' and 'JED' programmes which highlights particular areas of interest and suitable employment options for all students.

Local Employers contribute to the delivery of careers guidance through:

Local employers offer bespoke work placements for students where appropriate. Workplace visits are arranged in conjunction with the Enterprise Advisors and Worcestershire Apprenticeships. Visits to Army recruitment arranged for appropriate students and individual speakers and visits arranged according to specific interests of the students.

Parents contribute to the delivery of careers guidance through:

Parents attend Option evenings in Year 9 to support students to make informed choices which will then enable teachers to create differentiated timetables for KS 4. School also liaises with parents to book and attend a range of college open days local to the students.

Our Objectives for 2018 to 2020

1. A Stable Careers Programme

- To ensure the careers programme is delivered by individuals with the right skills and experience. The school will, wherever possible, use qualified careers professionals to offer advice and guidance to all or the overwhelming majority of students.
- To enable students to have an understanding of the full range of opportunities available to them, the skills that are valued within the workplace and to have first-hand experience of a work environment.
- To develop and publish a careers programme that will raise the aspirations of all students regardless of academic ability and is tailored to meet their individual needs wherever possible.
- Ensure our Careers Strategy is fully supported by the Senior Leaderships team within schools and is approved by the board of governors
- To ensure there is a clear focus on the activities which support enterprise, employability skills, workplace experiences and qualifications which employers' value.
- Regularly evaluate our careers strategy to determine the impact of our careers related activity based on the feedback provided to us by students, teachers, employers and where appropriate parents.
- To maintain high quality careers provision endorsed by the Careers and Enterprise Company and to review the improvement of our programme by using the Compass evaluation and Tracker tools.



2. Learning from Career and Labour Market Information

- To encourage and increase the use of online careers tools and packages across all year groups. Working with our own careers team, key partners, stakeholders, local and national professional bodies.
- To utilise and then support the development of labour market information to ensure staff and students are informed in their decisions and the advice being given. Work with the Worcestershire LEP and the Careers and Enterprise Company to help establish key priority areas which need to be developed.
- To promote the values of labour market information to parents /carers (where appropriate) to access and understand this information. To investigate careers and opportunities in learning, work ad apprenticeships and how these meet the local and national priorities.

3. Addressing the Needs of the Pupil

- To develop mechanisms to report, track and monitor compliance in relation to the Careers Strategy objectives.
- To develop accurate tracking systems to ensure students are able to keep track of their own journey, record and access the advice they have received and monitor the agreed actions and next steps
- Ensure that a programme of activity takes place which raises the aspirations of all students and challenges stereotypical thinking in terms of equality and gender.
- To ensure that students with particular vulnerabilities and those who are at risk are appropriately supported and identified through close working relationships with the full range of educational and support agencies.
- To ensure that careers guidance for learners with special educational needs and disabilities (SEND) is differentiated, where appropriate, and based on high aspirations and a personalised approach. Careers guidance for learners with SEND should be based on the students own aspirations, abilities and needs.

4. Linking Curriculum Learning to Careers

- To ensure that subject teachers across the whole school support the delivery of careers education and guidance and are able to link the content of curriculum with careers, even in lessons which are not specifically occupation led. Subject specialist staff can be powerful role models to attract students towards their field and the careers that flow from it.
- To integrate national initiatives and project opportunities within the curriculum to enhance that range of careers related activity taking place within school. E.g. Young Enterprise, Code Clubs.
- To ensure that careers related activity are built in throughout the school year and not just towards the end of any given topic / subject being delivered.
- Specific focus will initially be placed on linking curriculum to careers in English, Maths, Sciences and PHSE lessons.



5. Encounters with Employers and Employees

- To ensure that students receive at least ONE meaningful encounter with and employer during every year they are at school.
- Increase the number of activities which are conducted within school with the support of local employers.
- To ensure that students have the opportunity to improve employability skills and their understanding of and awareness of entrepreneurship
- To enable learners to gain the confidence to compete in the labour market by providing opportunities to gain the practical know-how and attributes that are relevant to gaining employment.
- Develop marketing materials for employers which will help them easily understand the impact of their involvement, the breadth of options available to them and the ways in which they can show they meet their corporate social responsibility.
- Create mechanisms where parents and alumni can express their interest to actively support employer related activity taking place within the school.
- The school will also encourage students and parents to attend careers events such as the Worcestershire Skills Show held annually in March and the Worcestershire Apprenticeship show held annually in October.

6. Experiences of the Workplace

- To ensure that students receive at least ONE meaningful experience of the workplace by the end of year 11
- To ensure that students receive at least ONE further meaningful experience of the workplace during years 12 and 13.
- To increase the number of employer workplace visits which will take place to enable students to gain more of an understanding of the wide range of employment opportunities available within specific industry sectors based in Worcestershire.
- To strengthen our links with local employers and support our Enterprise Adviser to facilitate careers related activity within school

7. Encounters with Further and Higher Education

- Ensure all / overwhelming majority of students receives at least ONE meaningful encounter with Sixth Form Colleges and FE Colleges.
- Ensure all / overwhelming majority of students has been provided with information about the full range of apprenticeships including higher level apprenticeships through the Worcestershire Apprenticeships activity offer.
- Ensure all / overwhelming majority of students have experienced meaningful encounters with universities.

8. Personal Guidance

- Ensure all / overwhelming majority of students have had an interview with a professional and impartial careers adviser by the end of year 11
- Ensure all / overwhelming majority of students has had at least TWO interviews with a professional careers adviser by the end of year 13.



Promotion of Careers related activities

Riversides will encourage the promotion of ALL careers related activity which takes place within the school through the creation of case studies and will share this activity through our school Twitter account and other social media channels.

This careers strategy document along with any case studies documents that are created will be placed on the schools website. These will also be shared with the Worcestershire LEP to be used to promote best practice across ALL careers hub member schools.

This promotion will enable us, and our partner organisations, to be able to capture the evidence we are required to provide both OFSTED and the Careers and Enterprise Company and demonstrate that the activity taking place within our school meets the requirements set out within the Department of Education's Careers strategy.



Action Plan 2018 to 2020

- Identify a named person from the SMT to become our Strategic Careers Lead by the end of September 2018 – Adrian Shipley
- Create a whole school Careers Strategy which is to be published on the school website and has gained approval from the schools Senior Management Team and the Board of Governors by - 3rd October 2018
- Raise awareness of the Careers Strategy with key staff within the school to enable them to contribute towards the need to link careers to the curriculum within school.
- Inform parents of the creation of the schools new careers strategy and inform them of its location on the school website
- Complete the Compass Evaluation Tool and the Tracker tool on a regular basis as per the terms of our agreement in joining the Worcestershire Careers Hub.

Timetable of planned careers related activity				
Autumn Term 2018				
Year Group	Activity Description	Date	Benchmark	RAG Status
9	Bloodhound engineering workshop Coventry Motor Museum	18/9/18	5/6	
11	Apprenticeship Talk in School	25/9/18	3/7	
7/8/9	Malvern Festival of Innovation	9/10/18		
9	Careers planning interview		8	
11	Careers 1-1 interview and Action plan		8	
9/10/11	Careers and Transition support delivered to students and their parents/carers through the annual review of EHCP	Annual and on request	1/2/3/8	
Yr 9/10 & 11	Local college and training provider visits	TBC	3/7	
11	Two Counties Training (talk in school)		3/7	
11	Visit to a local Two Counties provider		3/7	
11	Visit to Hitz		3/7	
9/10/11	Life Beyond School Event Kingfisher School	5/12/18	3/5/6/7	



Timetable of planned careers related activity				
Spring Term 2019				
Year Group	Activity Description	Date	Covering Benchmark	RAG Status
Yr 9/10 & 11	Completion of student views prior to review			
11	Careers and Transition support delivered to students and their parents/carers through the annual review of EHCP	Annual and on request	1/2/3/8	
11	Visit to range of training providers as appropriate to individual needs	TBC	3/7	
11	CV workshop	TBC	3	
11	Application forms	TBC	3	
9/10/11	Mock Interviews	TBC	3	
10	Accessing JED		2/3	
10/11	1-1 Careers interview		8	
	Worcestershire Skills Show	13/03/18	3/5/6/7	
10/11	Local college and training provider visits	TBC		

Timetable of planned careers related activity				
Summer Term 2019				
Year Group	Activity Description	Date	Covering Benchmark	RAG Status
9/10	Careers and Transition support delivered to students and their parents/carers through annual review of EHCP	Annual and on request	1/2/3/8	
9/10	Visits to local colleges and training providers	TBC	3/7	



Worcestershire
Apprenticeships

<http://worcsapprenticeships.org.uk/>

Worcester 6th Form
College

<http://www.wsfc.ac.uk/>

HOW College

<http://www.howcollege.ac.uk/>

Kidderminster College

<http://kidderminster.ac.uk/>

Warwickshire College
Group

<https://wcg.ac.uk/page/1/home>

Worcester University

<https://www.worcester.ac.uk/>