

# **Blessed Edward Oldcorne Catholic College**

## **SCHOOL CAREERS STRATEGY AND ACTION PLAN**

**SEPTEMBER 2021  
to  
AUGUST 2022**



**Blessed Edward Oldcorne  
Catholic College is an active  
member of the Worcestershire  
Careers Hub and supports the  
development of  
Worcestershire's Future  
Workforce through the  
Worcestershire  
Enterprise Adviser Network**



## **Blessed Edward Oldcorne Catholic College CAREERS STRATEGY**

### **Purpose and aims**

Blessed Edward Oldcorne Catholic College is fully committed to ensuring that all of our students acquire the skills, knowledge, and attitudes to manage their learning and career progression.

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

This careers strategy sets out Blessed Edward Oldcorne Catholic College'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 qualifications and career pathways this 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 Blessed Edward Oldcorne Catholic College will meet the requirements of the eight "Gatsby Benchmarks", set out within the Department for Educations' careers strategy.

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 11 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 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.

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 could 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.



### **The Careers Strategy**

In December 2017 the governments Department for Education launched the latest version of their "Careers Strategy". This new strategy places the Careers and Enterprise Company at the heart of driving forward careers provision for young people. Their enhanced role is to act as a catalyst in the fragmented landscape of careers and enterprise, supporting programmes that work, filling gaps in provision and ensuring coverage across the entire country.

This new strategy adopted the Gatsby Benchmarks, which were originally developed by the Gatsby Foundation in 2014 by the Gatsby Charitable Foundation. These benchmarks were based on international research and helped identify best practice and guidance for educational establishments in order for them to deliver high quality careers guidance to young people across England. These benchmarks have also formally been adopted by CECEP and will now form part of their school inspection process.



## Careers strategy: making the most of everyone's skills and talents

December 2017

### The Eight Gatsby Benchmarks of Good Career Guidance are:

- 1) A stable careers programme
- 2) Learning from career and labour market information
- 3) Addressing the needs of each pupil
- 4) Linking curriculum learning to careers
- 5) Encounters with employers and employees
- 6) Experience of workplaces
- 7) Encounters with further higher education
- 8) Personal guidance

### Careers Hubs

Since October 2015, the Gatsby Charitable Foundation, in partnership with the Careers and Enterprise Company, has also been running a Careers Hub pilot in the North East Local Enterprise Partnership area. This Careers Hub pilot was put in place to build on the support provided through the Enterprise Adviser Networks to achieve benchmarks 5 and 6 and support schools / colleges to achieve all eight of the Gatsby Benchmarks.

Following the conclusion of this pilot the Department for Education's Careers Strategy has requested that the Careers and Enterprise Company scale up this model by establishing 20 more Careers Hubs across the country, based on the North East Pilot model.

### **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 Blessed Edward Oldcorne Catholic College 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.

Mrs Corbin has agreed to undertake this role.

Mrs Corbin 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**

Mrs Corbin will lead our team which will include the following staff members: Ms J Holland, Miss C Stokes, Mrs L Smith, Mrs U Asgar, Mrs M Fitzer, Mrs K Olver, Mrs N Pritchard, Mrs L Jones, Mr C Taylor, Mr K Dobson and Ms P Pratty

### **Our Enterprise Adviser**

Through the Worcestershire LEPs Enterprise Adviser Network Blessed Edward Oldcorne Catholic College are delighted to have been assigned our own designated enterprise adviser.

Mrs Ruth Dawson-Jones will be supporting our careers team to assist us to facilitate careers related activity which will help us achieve Gatsby Benchmarks 5 and 6. Please see her details below.

<b>Enterprise Adviser Name:</b>	<b>Ruth Dawson-Jones</b>
<b>Employer Name:</b>	<b>Processio Solutions Ltd</b>
<b>Job Title:</b>	<b>Director</b>
<b>Assigned School:</b>	<b>Blessed Edward Oldcorne Catholic College</b>
	<p>Hi there, I am Ruth Dawson-Jones. I currently run my own business supporting small companies to improve how they work and make things better of the people who work there. I also have a brand called “Get Ruthless,” which provides personal career support to professionals. I set up my own business as I wanted to be able to see the difference I was making to people with the training and changes I delivered. Being your own boss is great but can also be extremely demanding work and you need to be motivated and focused to be successful.</p> <p>I chose to study a Managerial and Administrative Studies degree, including a qualifying Law degree when I left school as I really did not know what I wanted to do. I knew I wanted to keep my options as open as possible and hoped some part of the course would “speak” to me. I completed a placement year with Midlands Electricity as part of the course and went to work for them as a Graduate Trainee after graduation. After a brief time in the legal department, I moved into HR managing a small team. Since then, I have worked as a HR generalist and specialist as well as working on improvement projects, including IT system changes, and delivering training.</p> <p>I have since worked in a large care organisation, a construction and transport company, a small insurance company and for Sanctuary Group, the largest UK provider of Housing and support. In my last employed role, I worked for Serco, who deliver outsourced public services globally across Health, Defence, Citizen Services, Justice, Immigration and Transport.</p> <p>As well as being an Enterprise Advisor, I have volunteered in many capacities over the years and am a true believer that we all have our part to play in supporting our communities however we can. I was elected as a Parish Councillor for Crowle in 2019 and am learning a lot about how local services we can all take for granted work and are funded. I also have roles on charity committees,</p>

	<p>providing my expertise, energy, and passion to help them raise funds and support those who need help.</p> <p>In my spare time I enjoy playing on my Xbox, crochet, cake decorating, reading, and taking part in amateur theatre productions, both on and off stage.</p>
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### **In school activities**

The current careers program is delivered through a combination of methods under the umbrella of 'Personal Development':

- Through tutor time daily. Tutors have a structured half termly program of discussion topics and circle time information;
- Dedicated Personal Development lessons in KS4
- Personal Development days for each year group;
- Weekly assemblies from the Senior Leadership Team;
- Through departments in lessons and visits;
- Ambition fortnight / weeks;
- Visits from Post 16 providers including; school sixth forms, sixth form colleges and further education colleges
- Visits from employees and employers;
- 1:1 sessions;
- Taster days;
- Workshops that are provider or subject specific;
- Visits to universities;
- Seminars;
- The use of the Start Program and
- A dedicated google classroom for KS3 Careers and KS4 careers.

### **Teaching staff contribute to the delivery of careers guidance through:**

- Employer visits during classroom lessons
- Departmental careers events in ICT and MFL
- Workplace visits within departments
- University trips
- Posters and displays in classrooms
- Linking careers to the curriculum in lessons

### **Local Employers contribute to the delivery of careers guidance through:**

- Workplace visits

- Assemblies
- Talks
- Careers fairs
- Mock interviews
- Workshops
- Resources

**Parents contribute to the delivery of careers guidance through:**

- Being informed of open evenings and events and taking their children to them
- Promoting the use of the Start Program and careers google classrooms at home

**Our Objectives**

**1. A Stable Careers Programme**

- To ensure the careers programme is delivered by individuals with the right skills and experience
- To enable students to understand 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 Leadership team within school 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 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, and apprenticeships and how these meet the local and national priorities

### **3. Addressing the Needs of the Student**

- To develop mechanisms to report, track, and monitor compliance in relation to the Careers Strategy objectives
- To develop accurate tracking systems to ensure students can 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 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 can 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 are associated with 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 Club
- To ensure that careers related activities 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 an 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 can 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 knowledge 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 experience of the workplace by the end of year 11. Please note this has been affected by covid19.
- 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 the overwhelming majority of students receive at least ONE meaningful encounter with Sixth Form Colleges and FE Colleges.
- Ensure the 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 the overwhelming majority of students have experienced meaningful encounters with universities

## **8. Personal Guidance**

- To ensure students have had an interview with a professional and impartial careers adviser by the end of year 11

### **Promotion of Careers related activities**

Blessed Edward Oldcorne Catholic College 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 social media accounts.

This careers strategy document along with any case studies documents that are created will be placed on the school's 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 completed**

- Identify a named person from the SLT to become our Strategic Careers Lead by the end of September 2018 (Mrs Corbin, Assistant Headteacher [clh112@blessededward.co.uk](mailto:clh112@blessededward.co.uk) 01905 352615)
- 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 the end of September 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 school's 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
- Have an electronic tracking and logging system to provide better monitoring of activity.

<b>Timetable of planned careers related activity</b>				
<b>Autumn Term 2018</b>				
<b>Year Group</b>	<b>Activity Description</b>	<b>Date</b>	<b>Benchmark</b>	<b>RAG Status</b>
8	Careers Show trip entire year group. Off site.	October	5	A
8	Careers discussion programme during form circle time. On site.	December	1	G

11	Expectations Evening with post 16 information. On site.	September		G
10	Workplace experience days being organised. Off site.	September - January	5 6	A
10	Science trip with Medical Mavericks. Off site.	October	4	G
10	Birmingham University Day. Off site.	November	4	G
11	Mock interviews day. On site.	October	5 6	G
10	Collect destination data. On site.	September	3	G
10	Take students to Apprenticeship Show. Off site.	November	7	G

<b>Timetable of planned careers related activity</b>				
<b>Spring Term 2019</b>				
<b>Year Group</b>	<b>Activity Description</b>	<b>Date</b>	<b>Covering Benchmark</b>	<b>RAG Status</b>
789	Include Pixl Futures work in Core lessons. During Ambition Fortnight.	Jan ongoing	4	G
9	RSE day careers focus for year 9 led by PE, CC, JH	Jan		G
9	YEAR 9 before GCSE's start HWGTA visits.	July	5 6	G
9	Bid for yellow bus for apprenticeships roadshow	Jan	5 6	G
9	Enterprise task for Lent	Easter	4,5,8	G

<b>Timetable of planned careers related activity</b>				
<b>Autumn Term 2019</b>				
<b>Year Group</b>	<b>Activity Description</b>	<b>Date</b>	<b>Covering Benchmark</b>	<b>RAG Status</b>
All	Develop website Alumni section.	October	2, 4, 5, 7	A
10	Look at Army and Navy experience days for summer term Cancelled	September	2, 3, 5	G
ALL	Include careers information in Expectation's evening for students and parents	September	2, 3, 5	G
ALL	Ambition fortnight – all lessons include linking curriculum to careers	October	4	G

<b>Timetable of planned careers related activity</b>				
<b>Spring Term 2020</b>				
<b>Year Group</b>	<b>Activity Description</b>	<b>Date</b>	<b>Covering Benchmark</b>	<b>RAG Status</b>
9, 10	Look at vocational courses taster days for students considering more vocational courses.	February	5 7	A

9, 10	Develop links with Worcester University off and on-site plan activities	2020	2,4,7	G
9	Bid for yellow bus for apprenticeships roadshow	Jan	5 6	G
10	Take whole cohort for year 10 to Skills Show	March	2,5,7	G

<b>Timetable of planned careers related activity</b>				
<b>Summer Term 2020</b>				
<b>Year Group</b>	<b>Activity Description</b>	<b>Date</b>	<b>Covering Benchmark</b>	<b>RAG Status</b>
10	To ensure the overwhelming majority of students have had a 'world of workday.' Cancelled due to Covid19	July	6	R

**Work completed during Covid-19 school closure.**

- Set up dedicated KS3 and KS4 google classrooms with weekly posts and activities
- Ensure key worker and vulnerable students in school had 1:1 career advice
- Updated pastoral schemes of work for all year groups under new 'Personal Development' to include updated careers resources
- Careers circle time discussion activities for all year groups created
- Upgrade to compass+
- Replaced careers fayre with employers' day which was changed again to virtual talks
- Year 10 careers day with talks from providers and work on; CV, application, and mock interviews

**Academic year 2021-2022 and 3 year plan targets.**

- Focus on Work Experience 'virtually' if necessary
- Careers fayre in summer term which has now been cancelled twice

- Begin to use Compass+ for tracking and reporting each students 'journey'
- Catch up on year 11 interviews and track destinations for September 2022
- Evaluations of all planned activities
- Tailoring needs of students more thoroughly
- Identifying possible NEET students internally
- Promoting Alumni
- Careers information for parents once parents evenings resume in person

### **Useful links / Resources**

The Careers Enterprise Company	<a href="https://www.careersandenterprise.co.uk/">https://www.careersandenterprise.co.uk/</a>
Gatsby Foundation	<a href="http://www.gatsby.org.uk/education/focus-areas/good-career-guidance">http://www.gatsby.org.uk/education/focus-areas/good-career-guidance</a>
Post 16 Skills Plan	<a href="https://www.gov.uk/government/publications/post-16-skills-plan-and-independent-report-on-technical-education">https://www.gov.uk/government/publications/post-16-skills-plan-and-independent-report-on-technical-education</a>
Department of Education Careers Strategy	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/672418/Careers_guidance_and_access_for_education_and_training_providers.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/672418/Careers_guidance_and_access_for_education_and_training_providers.pdf</a>
Skills For Worcestershire	<a href="http://www.skills4worcestershire.co.uk/">http://www.skills4worcestershire.co.uk/</a>
Government Careers Strategy December 2017	<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/664319/Careers_strategy.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/664319/Careers_strategy.pdf</a>
National Careers Service	<a href="https://nationalcareersservice.direct.gov.uk/">https://nationalcareersservice.direct.gov.uk/</a>
UCAS (Universities and Colleges Admissions Service)	<a href="https://www.ucas.com/">https://www.ucas.com/</a>
Worcestershire Local Enterprise Partnership	<a href="http://www.wlep.co.uk/">http://www.wlep.co.uk/</a>
Worcestershire Apprenticeships	<a href="http://worcsapprenticeships.org.uk/">http://worcsapprenticeships.org.uk/</a>
Worcester 6 <sup>th</sup> Form College	<a href="http://www.wsfc.ac.uk/">http://www.wsfc.ac.uk/</a>
HOW College	<a href="http://www.howcollege.ac.uk/">http://www.howcollege.ac.uk/</a>

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

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

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