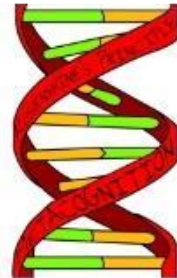




**Gunnerybury Catholic School**  
**CEIAG Plan**  
**2023 - 24**



<b>Gatsby 8 Benchmarks for Careers Excellence</b>
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. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

### Whole School Strategies

<b>Activity</b>	<b>Details</b>	<b>Impact</b>	<b>Gatsby Benchmarks</b>
<b>Displays</b>	<p>Careers based displays are shown in the sixth form including destinations of previous students, university open days, alternative destinations and the UCAS process.</p> <p>A careers-based display is also located in the main block.</p> <p>Use of the online careers Google Classrooms as a source of information.</p>	<p>Encourages students to prepare for future destinations and celebrates achievement.</p> <p>Increases awareness of careers priorities in school to staff and students.</p>	2, 4
<b>Online Resources</b>	<p>The school is using the newest version of Startprofile with local LMI and tracking of students' experiences.</p> <p>The UCAS website is also a source of information and support for students.</p>	<p>These tools can be used independently or as part of the careers delivery within the school. They provide students with a personalised experience which enables them to explore careers pathways based on their interests, skills and aspirations. Students can discover the relevant labour market information of careers that they might like, or are suited to and discover where their favourite subjects could take them.</p> <p>The updated Startprofile enables reports to be created to track students' experiences.</p>	2, 3, 4


<p><b>National Apprenticeships Week</b> 5<sup>th</sup> Feb –11<sup>h</sup> Feb 2024</p> <p><b>National Careers Week</b> 4<sup>th</sup> – 9<sup>th</sup> March 2024</p> <p><b>School Carers Fair Wednesday 6<sup>th</sup> March</b></p>	<p>Online events and drop-down lessons. Students will engage with training providers.</p> <p>This week is celebrated by the school which includes: Virtual Careers Events, Assemblies, NCW booklet for parents, NHS competition.</p> <p>A Fair in school giving students of all years to meet employers, training providers as well as colleges and universities.</p>	<p>This increases the awareness and understanding of universities and their courses, apprenticeships, the armed forces and a variety of careers available for students and parents.</p>	<p>1, 2, 3, 4, 5, 7</p>
<p><b>Year Group CEIAG Weeks</b></p>	<p>Careers focus weeks with employer encounters and activities within curriculum lessons and drop-down days. The year group will be prioritised for contact with careers advisor.</p>	<p>This provides exposure to employers and personal guidance to students particularly interested in specific lines of work and career pathways and links curriculum learning to careers. The activities will be tailored to year group.</p>	<p>1,2,3,4, 5,7</p>
<p><b>Student voice</b></p>	<p>The school gathers student voice via Google Forms to collate student preferences and understanding of careers and views are sought from the school council on all aspects of PSHE.</p>	<p>This enables students to be able to shape the experiences and opportunities available to them.</p>	<p>1, 3</p>
<p><b>Other Fairs and Events:</b></p> <p><b>National Apprenticeships Shows – 27<sup>th</sup> and 28<sup>th</sup> Feb</b></p> <p><b>What University/What Career Live – Fri 10<sup>th</sup> Nov (Olympia)</b></p>	<p>The school will give students the opportunity to attend virtual careers fairs in addition to live events. Parents <i>will be informed by email and students via Google Classroom</i></p> <p>All Year 12 to attend.</p>		<p>1, 2, 5,</p>

<b>STEM Enrichment Weeks</b> <b>Subject Enrichment and Careers Weeks</b>	Science – W/B 30 <sup>th</sup> October Maths – W/B 20 <sup>th</sup> November Psychology – W/B 15 <sup>th</sup> January English – W/B 22 <sup>nd</sup> January Economics – W/B 29 <sup>th</sup> Jan RE – W/B 18 <sup>th</sup> Feb Music/Art/DT – W/B 26 <sup>th</sup> Feb Business Studies – W/B 11 <sup>th</sup> March Geography – W/B 18 <sup>th</sup> March History – W/B 22 <sup>nd</sup> April French – W/B 10 <sup>th</sup> June Computer Science – W/B 16 <sup>th</sup> June PE – Sports Day W/B 8 <sup>th</sup> July	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science.  All subjects will run weeks. (See programme). This will enable students to gain an understanding of the career paths available using the various subject skills.	2,4
<b>Careers Office and Library</b>	The Careers Office is based in the centre of the school with many careers resources. This is where careers conversations and 1:1 personal guidance takes place. The Careers library is available in Google Classroom. This is an extensive resource and includes information on LMI, Apprenticeships, careers etc.	Careers guidance appointments are held in the library adjacent to the careers office.  The careers library provides an extensive range of resources for students and staff.	2,3, 8
<b>Parental Engagement</b>	Engagement via: information evenings (virtual), school website, twitter, parent's emails and information evenings at key points throughout the year, Google form and consultation.	Parents are aware of key points in their child's educational journey such as choosing options, deciding on future destinations and careers opportunities in school.	3, 8
<b>Tutor Time LMI Programme</b>	Start Profile is used to explore different sectors and jobs using Start Profile.	Students are made aware of the growth and decline of different Careers and the salaries and opportunities available.	2,4


Year 7

Activity	Date	Details	Gatsby Benchmarks
<b>Access to independent and impartial advice</b>	On going	Students and parents are able to arrange for a meeting or contact with the careers advisor via email, telephone or the Head of Year. These can also be via zoom meetings.	3,8
<b>Year 7 Careers Weeks</b>	W/C 6 <sup>th</sup> November	Drop down days for form groups will be arranged with encounters with employers/providers and speakers. Curriculum subject lessons explore careers in their fields. Students produce action plans to get to their chosen careers or one in an area of interest and explore their skills and interests. The online resource “start profile” assists students in researching Careers and interests and forming the action plan.  Founders4Schools can be used to create employer encounters for students as well taking up offers from local providers and employers.	1,2, 3, 4, 5
<b>Subject Enrichment Weeks</b>	See programme	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extra curricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run CEIAG weeks. (See programme)	2,4
<b>PSHE Units</b>	See PSHE Programme	Developing yourself, careers and the world of work, making the most of opportunities. Sessions using key Stage 3 CDI framework.  	1,2,3,4
<b>Employer and training provider exposures:</b>	National Careers Week  Year 7 Careers Week	NCW Careers Fair online (GT Scholars) NHS Competition in Science Lessons Careers Tasks Booklet to Parents Assemblies/Interactions with Employers and Training Providers	1, 2, 5

## Year 8

Activity	Date	Details	Gatsby Benchmarks
Access to independent and impartial advice	On going	Students and parents are able to arrange for a meeting or contact with the careers advisor via email, telephone or the Head of Year.	3,8
Year 8 Careers Weeks	W/C 13 <sup>th</sup> November	Drop down days for form groups will be arranged with encounters with employers/providers and speakers. Curriculum subject lessons explore careers in their fields. Students produce action plans to get to their chosen careers or one in an area of interest and explore their skills and interests. The online resource "start profile" assists students in researching Careers and interests and forming the action plan.  Founders4Schools will be used to create employer encounters for students as well taking up offers from local providers and employers.	1,2, 3, 4, 5
Subject Enrichment Weeks	See programme	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run CEIAG weeks. (See programme)	2,4
PSHE Units	See PSHE Programme	Personal development, exploring careers, employability skills. Sessions using key Stage 3 CDI framework  	1,3,4
Employer and training provider exposures:	National Careers Week  Year 8 Careers Weeks	School CEIAG Fair NCW Careers Fair online NHS Competition in Science Lessons  Employer/Provider Talks	1, 2, 5


## Year 9

Activity	Date	Details	Gatsby Benchmarks
<b>Access to independent and impartial advice</b>	On going and prioritised around the Options Evening	Students and parents are able to arrange for a meeting or contact with the careers advisor via email, telephone or the Head of Year.	3,8
<b>Subject Enrichment Weeks</b>	See programme	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run CEIAG weeks. (See programme)	2,4
<b>Year 9 Careers Weeks</b>	During National Careers Weeks W/C 4 <sup>th</sup> March	Drop down days for form groups will be arranged with encounters with employers/providers and speakers. Students produce action plans to get to their chosen careers or one in an area of interest and explore their skills and interests. The online resource "start profile" assists students in researching Careers and interests and forming the action plan. A virtual industry insight day will take place for all students. These will be encounters with employers and there will be a focus on options.	1,2, 3, 4, 5, 6
<b>Options Evening</b>	29 <sup>th</sup> March	An information evening for parents and staff to receive CEIAG information from the Careers Lead and subject departments	2, 3, 4
<b>PSHE Units</b>	See PSHE Programme	Employability and CVs. Sessions using key Stage 3 CDI framework 	1,2,3,4
<b>Employer and training provider exposures:</b>	National Careers Week Year 9 Careers Weeks	School CEIAG Fair Industry Insight Days – NCW Employer/provider Engagements	1, 2, 5,6, 8


## Year 10

Activity	Date	Details	Gatsby Benchmarks
Access to independent and impartial advice	On going	Students and parents are able to arrange for a meeting or contact with the careers advisor via email, telephone or the Head of Year.	3,8
Subject Enrichment Weeks	See programme	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run CEIAG weeks. (See programme)	2,4
Year 10 Careers Weeks	W/C 1 <sup>st</sup> July	Drop down days for form groups will be arranged with encounters with employers and speakers. Curriculum subject lessons explore careers in their fields. Students produce action plans to get to their chosen careers or one in an area of interest and explore their skills and interests. The online resource "start profile" assists students in researching Careers and interests and forming the action plan.  <b>Planning for work experience week.</b> Speakers from training providers and ASK.	1,2,3,4,5,7
Careers Fairs and Virtual Events		Parents and students are informed via Google Classroom, emails, assemblies and the school website.  What University/What Career Live – Sat 11 <sup>th</sup> November  <b>School Carers Fair Wednesday 8<sup>th</sup> March (Employers, training providers and universities)</b>	2,5,7
PSHE Units	Spring Term	Employability and careers. Sessions using key Stage 4 CDI framework	1,2,3,4



			
<b>Employer and training provider exposures:</b>	<p>W/C 8<sup>th</sup> July</p> <p>National Careers Week/Careers Week</p>	<p>Students are encouraged to opt for a work experience placement during activities week. Students will be provided with a suitable placement or can choose their own placement and incorporate it into the platform. This allows students increased understanding and necessity for employability skills.</p> <p>Employer/Provider presentations.</p>	2,4, 5, 6

## Year 11

Activity	Date	Details	Gatsby Benchmarks
<b>Impartial Careers Guidance Interview</b>	First term	All students will receive an impartial careers guidance interview to support with their post-16 options. The career advisor will visit each form and lead a session preparing them for the individual meeting as well as giving the students the "Choices" booklet. Students will subsequently be given additional support with applications to their desired destination. Prior to the meeting students have a presentation on post-16 options to ensure they are prepared for the meeting.	3,8
<b>Subject Enrichment Weeks</b>	See programme	Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run weeks. (See programme)	2,4
<b>Careers Fairs and Virtual Events</b>		<p>Parents and students are informed via Google Classroom, emails, assemblies and the school website.</p> <p>What University/What Career Live – Sat 11<sup>th</sup> November</p> <p><b>School Carers Fair Wednesday 8<sup>th</sup> March (Employers, training providers and universities)</b></p>	2,5,7
<b>PSHE</b>	Spring Term	<p>Employability and Careers Sessions using key Stage 4 CDI framework</p> 	1,3,4
<b>Careers Week – Post-16 and Post-18 focus</b>	<p>Spring Term</p> <p>W/C December 18<sup>th</sup></p>	Drop down days for form groups will be arranged with encounters with employers/providers and speakers. Students produce action plans to get to their chosen careers or one in an area of interest and explore their skills and interests. The online resource "start profile" assists students in researching Careers and interests and forming the action plan. Founders4Schools will be used to create	1,2,3,4,5,7


		employer encounters for students as well taking up offers from local providers and employers. There will be a focus on post-16 and post-18.	
<b>Sixth Form Open Evening</b>	12 <sup>th</sup> October	Students and parents have the opportunity to access high quality information relating to Sixth Form study at Gunnersbury Catholic School.	3, 4, 7



		<p>UCAS Sessions – English, History, Law etc. /Business, Economics, Finance</p> <p>UCAS Sessions – Bio, Medicine, Science/ Maths, Engineering</p> <p>Royal Holloway University - Personal Statement Workshop</p>	
<b>Careers Fairs and Virtual Events</b>		<p>What University/What Career Live – Sat 11<sup>th</sup> November</p> <p><b>School Carers Fair Wednesday 8<sup>th</sup> March (Employers, training providers and universities)</b></p> <p><b>All year 12 to attend as a school trip UK University Search Fair 19<sup>th</sup> October.</b></p>	2,5,7
<b>ASK Workshops</b>	Apprenticeships Advisor Visit During National Apprenticeships Week	Students have the opportunity to attend workshops or talks from the ASK organisation who provide information and guidance specifically linked to apprenticeships as future pathways. Students gain an improved awareness of the variety of apprenticeships available.	2, 3, 4, 7, 8
<b>PSHE</b>	See PSHE Programme	<p>Choices and opportunities.</p> <p>Sessions using key Stage 5 CDI framework</p> 	1, 2, 3
<b>UCAS Preparation Week/Work Experience Preparation/CEIAG</b>	<p>W/C 23rd June</p> <p>TBC</p>	<p>A week of support in applying for future destinations and preparing to write the required references. Students gain improved aspirational understanding of career options available linked to future career aspirations. Students will also have a number of external speakers preparing them for Year 13, including key dates and the requirements of application deadlines for future destinations. Students will attend an Apprenticeship Fair and visit universities.</p> <p>Apprenticeships Roadshow (The Oval)</p> <p><a href="https://m.facebook.com/events/oval-london/festival-of-apprenticeships-careers-roadshow-london-thu-30th-june/422788306151995/">https://m.facebook.com/events/oval-london/festival-of-apprenticeships-careers-roadshow-london-thu-30th-june/422788306151995/</a></p> <p>Police Careers Talk</p>	1,2,3,7

	27th June	<p>UCAS/Apprenticeship Application Sessions</p> <p>Online Uni Search Sessions</p> <p>Employer Presentation</p> <p>University Trips (Imperial and St Mary's)</p> <p><b>Parent and Student Information Evening</b></p> <p>Director of Sixth Form and Careers Lead to give information on UCAS/Apprenticeships and next steps.</p>	
<b>BBC Workshops</b>	<p>November</p> <p>September</p> <p>October</p>	<p>STEM Workshops informing students of how STEM subjects are used at the BBC.</p> <p>Maths</p> <p>Science</p> <p>Geography - Climate Change Workshop.</p>	4,5
<p><b>CEIAG Events and Opportunities</b></p> <p>Throughout the year events and opportunities are shared with students and parents.</p>	December TBC	<p>Letters, emails and Google Classroom are used to make students and parents aware of useful visits, webinars, apprenticeship opportunities and university visits.</p> <p>Students are encouraged to attend university open days. <a href="https://www.opendays.com/">https://www.opendays.com/</a></p> <p>National Space Academy Careers Conference</p> <p>Count Me In (Institute of Actuaries Webinar)</p> <p>Lloyds Banking Group Webinar</p> <p>UpToDate information is shared with students and parents</p>	1,2
<p><b>Employer and training provider exposures:</b></p> <p><b>Work Experience Week</b></p>	<p>W/C 8<sup>th</sup> July</p> <p>NCW</p>	<p>All students in year 12 take part in a work experience placement during activities week. This forms a vital element of the educational provision of students from 16-19 years. Students gain an increased understanding and necessity for employability skills.</p> <p>Schools Careers Fair</p>	2, 5, 6

## Year 13

Activity	Date	Details	Gatsby Benchmarks
<p>UCAS Application Support/Next Steps Students Finance Presentation Personal Statement Support</p> <p>Support with Oxbridge/Law Medicine Applications</p> <p>All students receive support in applying for university and apprenticeships lead by the Head of Year 13.</p> <p>Mock Interviews</p>	<p>Autumn Term (Finance Support in the Spring Term)</p> <p>September/October</p> <p>Autumn Term</p>	<p>Students are provided with a rigorous programme of support in applying to future destinations via UCAS. Students gain improved aspiration and understanding of career options available linked to potential future progression.</p>	<p>1, 2, 3, 7</p>
<p><b>Subject Enrichment Weeks</b></p>	<p>See programme</p>	<p>Students will be participating in STEM activities during Science/Mathematics lessons and will undertake an extracurricular approach to the subjects in a wider context, as well as discover different career paths within Science. All subjects will run CEIAG weeks. (See programme)</p>	<p>2,4</p>
<p><b>PSHE</b></p>	<p>See PSHE Programme</p>	<p>Financial planning and choices Sessions using key Stage 5 CDI framework</p>  <p><b>Career development framework</b></p>	<p>1,2,3</p>
<p><b>Careers Fairs and Virtual Events</b></p>		<p>Parents and students are informed via Google Classroom, emails, assemblies and the school website.</p> <p>What University/What Career Live – Sat 11<sup>th</sup> November</p> <p><b>School Carers Fair Wednesday 8<sup>th</sup> March (Employers, training providers and universities)</b></p>	

<b>CEIAG Events and Opportunities</b>	December (TBC)	<p>Letters, emails and Google Classroom are used to make students and parents aware of useful visits, webinars, apprenticeship opportunities and university visits.</p> <p>Students are encouraged to attend university open days. <a href="https://www.opendays.com/">https://www.opendays.com/</a></p> <p>National Space Academy Careers Conference</p> <p>Count Me In (Institute of Actuaries Webinar)</p> <p>Lloyds Banking Group Webinar</p> <p>UpToDate information is shared with students and parents</p>	1,2
<b>Impartial Careers Advice</b>	Throughout the year	All students receive advice and guidance from a suitable trained independent advisor.	1, 2, 3, 8
<b>Employer and training provider exposures: Guest speakers during alternative curriculum days</b>	Throughout the year via the Aquinas Programme and other activities	The sixth form provides variety for year 12 and 13 students throughout the year to gain exposure to a number of external speakers from a range of backgrounds and professions which have included university speakers, medical professionals, motivational speakers and speakers from legal routes. Students are therefore provided with an improved understanding of career options available linked to potential future progression.	2, 5,6, 7



