



Bedford Free School careers entitlement

Access to high quality careers education, information, advice and guidance (CEAIG) is a learning entitlement for all our pupils. At Bedford Free School (BFS), we want to ensure that our students understand the opportunities available to them so that they can take ownership of their own career plan. Students will be able to make informed decisions about the appropriate pathway for them, which supports their interests and abilities, which will help them to follow a career path and sustain employability throughout their working lives.

By the end of year 11, every pupil will have received impartial careers advice. Students will know what opportunities are available to them Post 16, including information about technical education qualifications and apprenticeship opportunities. This will allow students to focus on their career aspirations, and ensure their career pathway beyond year 11 is right for them to reduce dropout, or course switching. This will also help prevent students from leaving BFS and becoming NEET (Not in Education, Employment or Training).

To ensure the provision offered to BFS students is appropriate, in accordance with government guidance, it is measured against the Gatsby benchmarks.

The 8 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. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

Our careers programme is monitored regularly through the use of the Compass careers benchmarks tool. This tool enables us to identify gaps in provision and ensure that we quickly rectify any issues so that we can be confident about the programme that we offer our pupils.

More information on the Gatsby benchmarks can be found here:

<https://www.careersandenterprise.co.uk/schools-colleges/understand-gatsby-benchmarks>

Provision

Year 7

The focus is on introducing careers and the key skills required in employment. Students will also visit a university to help raise their aspirations.

Year 8

Students will look in more detail at the sort of career they think they are interested in and will be introduced to different types of careers and businesses.

Year 9

Students will be informed of the different level of qualifications. They will find out about different routes and the labour market. This will also help to inform them about their GCSE choices.

Year 10

Students will start to refine some of their skills. They will learn how to write a CV and be given interview advice. Additionally they will go on work experience and also gain a greater insight into apprenticeships.

Year 11

The focus in year 11 is around next steps and post 16 options. Students will update their CV's and learn how to write letters of application. All students in year 11 will receive a 1-1 careers interview.

Overview of activity

	Autumn Term	Spring Term	Summer Term
Year 7	Introduction to careers	National Careers week	Employer encounter University visit
Year 8	Key characteristics Apprenticeship Assembly – apprentice view	National Careers week Employer encounter	
Year 9	Labour market assembly Grouped careers interviews Career competencies work	National Careers week College Apprenticeship assembly – provider view	Options assembly and parents evening
Year 10	Welcome to year 10 and work experience evening	National Careers week Work place guidance Interview guidance CV writing Employer encounter – Apprenticeship employer view	Work experience
Year 11	Individual careers interview Next steps event CV update NCS programme	National Careers week Writing letters of application Post 16 interviews	

	Autumn term activity	What?	Spring term activity <i>n.b. National careers week</i>	What?	Summer term activity	What?
7	Tutor group session	Introduction to careers. During a prep pupils look at key skills within jobs	Tutor group session	Pupils are made aware of the different types of businesses / careers	Employer encounter - whole year assembly	This ensures students get the opportunity to learn about different careers
	Tutor group session	Work on START programme	Tutor group session	Work on START programme	Enabling enterprise day	Students work on enterprise project during activities week
			National Careers week	Do now activity focussing on how subjects relate to careers	University visit - UoB visit Act week	Students gain an insight of what it feels like to be University
8	Tutor group session	All students look at key characteristics to support successful employment	Tutor group session	Students are introduced to useful websites to help identify requirements for different careers	Tutor group session	Work on START programme
	Apprenticeship assembly – the view of an apprentice	This ensures students get the opportunity to hear about Apprenticeships	University visit TBC	Russell Group university visit		
			Employer encounter	This ensures students get the opportunity to learn about different careers		
			National Careers week	Do now activity focussing on how subjects relate to careers		

9	Labour market assembly (possibly Cal Hopkins)	Students are informed of different routes into careers, employment laws and labour market	Apprenticeship assembly – the view of the provider	This ensures students get the opportunity to hear about Apprenticeships	Tutor group session	Students learn about the different level qualifications (1, 2, 3etc)
	Grouped careers interview	This ensures that students have received guidance on which GCSE's are required to follow particular career paths	STEM show at NEC	MK or NEC Big bang Fair	Employer encounter - whole year assembly	This ensures students get the opportunity to learn about different careers
	Tutor group session	Students fill in Career competencies overview	Options assembly and parents evening	This supports students in selecting their most appropriate route through their GCSE's	Tutor group session	Work on START programme
			National Careers week	Do now activity focussing on how subjects relate to careers		
10	Careers evening	welcome to work experience evening	Tutor group session	interview advice	Tutor group session	Local provider delivers assembly focussed on apprenticeships
	STEM day (and employer encounter)	Students gain a greater insight as to the importance of STEM in their career	Apprenticeship assembly – the view of the employer	This ensures students get the opportunity to hear about Apprenticeships	Next steps event at Kimberley College	Students are able to experience what life in KS5 might be like
	Tutor group session	Work on START programme	Tutor group session	During a prep all year 10 are supported in writing a CV	Work experience	This ensures that all students have experienced a place of work
			National Careers week	Do now activity focussing on how subjects relate to careers		

11	Tutor group session	All students complete an update of their CV	Tutor group session	All students are supported in writing a letter of application & receive interview prep		
	Next steps event	Students are able to talk to post 16 providers to help support their decisions about their next steps and so they know the range of provision Post 16	Post 16 providers assembly date tbc	Students are given next steps advice from local providers		
	1-1 careers interviews	All students receive a 1-1 interview from an independent careers advisor	Employer encounter – whole year assembly	This ensures students get the opportunity to learn about different careers		
	Tutor group session	Work on START programme	National Careers week	Do now activity focussing on how subjects relate to careers		
	NCS assembly	Students are introduced to the NCS programme and the benefits there are of taking part to support their employability skills				

What is the START programme? It is a comprehensive digital platform which provides structured and progressive activities. The platform caters for all students helping them to make more informed decisions about future study and career options at the right time and in good time.

It can be found at: www.startprofile.com