



# Careers Education & Guidance Programme

## Introduction to Careers Education & Guidance

At **Oasis Academy Lister Park**, we are committed to helping students make well-informed and realistic decisions about their education and future pathways. Our aim is to:

- **Raise aspirations**
- **Broaden understanding** of the world of work.
- **Develop self-awareness and opportunity awareness**, enabling students to make decisions, review plans, and adapt to change.

Our careers programme focuses on three key areas: **self-development, career exploration, and career management**. Every student is entitled to access this comprehensive and varied programme.

### Programme Highlights

- Dedicated careers sessions during tutor time.
- Structured lessons within the PSHE curriculum.
- Targeted Widening Participation initiatives.
- A wide range of employer encounter opportunities from Year 7 to Year 11.

More than ever, we believe it is essential for students to develop the **skills and attributes** they need to thrive in all aspects of life.

## The Gatsby Benchmarks

All secondary schools are expected to work towards meeting the benchmarks meaningfully and report on their progress to the DfE via the Careers & Enterprise Company (CEC).

1. <b>A stable Careers programme</b>	5. <b>Encounters with employers and employees</b>
2. <b>Learning from Career &amp; labour Market information</b>	6. <b>Experiences of the workplace</b>
3. <b>Addressing the needs of each student</b>	7. <b>Encounters with further and higher education</b>
4. <b>Linking curriculum learning to Careers</b>	8. <b>Personal guidance</b>

# The Career Development Framework

The Career Development Institute is the professional body for Career development in the UK. It has developed an in depth Career Development Framework with learning aims which we align our Careers programme to. These six 'learning areas' give added direction on how to fulfil the Gatsby Benchmarks meaningfully.



## Support

**Careers Leader** - Careers Leaders ensure that the entire careers programme running across school, throughout tutor time, curriculum lessons, PSHE and wider enrichment is of high quality and meaningful to every student.

Mrs Aslam is the Careers Leader at Oasis Academy Lister Park. She can be contacted by email at [raheela.aslam@oasislisterpark.org](mailto:raheela.aslam@oasislisterpark.org) or via the school's main telephone number **01274 362050**.

**Careers Advisers** - Every student has access to a **professionally registered Careers Adviser**, provided through our partnership with **Bradford Council**. Careers Advisers give confidential and **impartial guidance** which is always truly student focused. All students can request a personal guidance meeting with a Careers Adviser taking with them clear action points to help move forward. In **Year 11**, all students are offered a personal guidance meeting as part of their post-16 planning. In addition to this, students in Year 9 to 11 with Education, Health and Care plans are offered extra support and guidance from a Careers Adviser. Parents/Carers are welcome to request and attend guidance meetings with their child. Careers Advisers will often be present at Parent/Carer evenings for extra input.

# Resources

The Careers Library is now mainly IT based through the digital Careers platform – **Unifrog**. Students can access a huge database of Careers information and there are links to employment, apprenticeships, further and higher education. In addition, local information and websites will be added which are relevant to the regional area. Students can access Unifrog at school by accessing the laptops in the Careers room at breaks and lunchtimes. In addition, students can access Unifrog at home on personal computers, laptops, tablets and phones. Parents and Carers can also have an account for Unifrog. Click on the link to sign into your personal account or an account linked to your child. <https://www.unifrog.org>

## Year 7 Student Entitlement

It's important for Year 7 students to reflect on the skills that they are using in order to make a successful transition to secondary school. We aim to develop this self awareness by identifying and justifying positive skills and qualities within PSHE. Within form time students focus on developing their opportunity awareness through a dedicated 'Career of the Week' slot. There are additional enrichment activities linked to Careers. Many of these come up as opportunities through the year and will be recorded on Unifrog accordingly. Students are encouraged to identify strengths and skills to develop confidence within PSHE and to have high expectations of themselves.

- All students are introduced to careers resources, labour market information and the key people in school who can help them with this.
- Every student will have a personal Unifrog account where they can record achievements, reflect on growth, explore careers information and have access to records of their participation in careers activities.
- All students have optional access to impartial Careers Advisers via drop in sessions.
- All students will reflect on their primary transition to develop skills for transition in the future.
- An employer event is held for all Year 7 to increase knowledge about the world of work.
- There will be targeted sessions for some students around Further and Higher Education focused on increasing aspirations.

# Summary of Y7 Core Programme aligned to CDI Learning Aims

Year 7	Autumn Term activity and Gatsby Benchmark/s	Learning Aims	Spring Term activity and Gatsby Benchmark/s	Learning Aims	Summer Term activity and Gatsby Benchmark/s	Learning Aims
	'Introduction to Careers' Assembly - <b>BM1</b>	Being aware of the sources of help and support available.	Introduction to Unifrog in Tutor time - <b>BM2&amp;3</b>	Being aware of the sources of help and support available and responding positively to feedback.	Recording achievements on Unifrog in Tutor time - <b>BM3</b>	Recording achievements
	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of possible jobs.	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of possible jobs.	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of possible jobs.
	Future Skills Questionnaire in Tutor time - <b>BM1&amp;3</b>	Looking forward to the future.	Assembly addressing gaps in FSQs - <b>BM1&amp;2</b>	Identifying common sources of information about the labour market education system	Assembly addressing gaps in FSQs - <b>BM1&amp;2</b>	Identifying common sources of information about the labour market education system
	BBC 'Bitesize' Employer Event - <b>BM2&amp;5</b>	Being aware of the range of different sectors and organisations where they can work	Lloyds Banking Assembly on technology and skills - <b>BM2&amp;5</b>	Being aware that trends in technology and science have implications for career	PSHE - Reflections on transition to secondary and celebrating achievement - <b>BM3</b>	Managing the transition into secondary school and reflecting on this to prepare for further transitions
			Targeted Widening Participation Students at Bradford University - <b>BM3&amp;7</b>	Imagining a range of possibilities for themselves in their career <b>AND</b> Being aware that learning, skills and qualifications are important for career	Targeted group of students visit to Keighley FE College - <b>BM3&amp;7</b>	Being aware that many jobs require learning, skills and minimum qualifications
			Careers Fayre - Conversations with Post 16 Providers & Employers - <b>BM2,5,7</b>	Being aware of the main learning pathways <b>AND</b> Being aware of the range of different sectors and organisations where they can work	PSHCE topics on self-care (physical and mental health) - <b>BM3&amp;4</b>	Being aware that physical and mental wellbeing are important
					Keighley FE College Assembly on LMI	Identifying common sources of information about the labour market education system

# Year 8 Student Entitlement

While Year 7 focused on self awareness, Year 8 focuses on opportunity awareness. We aim to ensure that students in this year group begin to learn about the short and long term opportunities available to them when it comes to study and work. Students will learn about the concept of work, professional behaviours and health and safety in the workplace through PSHE. There are additional enrichment activities linked to Careers. Many of these come up as opportunities through the year and will be recorded on Unifrog accordingly. Students should begin to think about GCSE options in terms of career pathways and plan their future within the school. They will be made aware of places of study from the ages of 14, 16 & 18 as well as other qualification routes.

- An employer event is held for some students to increase their knowledge about the world of work.
- A STEM event with an employer is held for some targeted students.
- An FE event will be held around Post 16 options for some targeted students.
- All students have optional access to impartial Careers Advisers via drop in sessions.
- All students are encouraged to use careers resources available and informed where to find out more about specific courses/careers. The digital Careers platform Unifrog is promoted widely.
- There will be opportunities in Tutor time to learn about Labour Market Information.

## Summary of Y8 Core Programme aligned to CDI Learning Aims

Year 8	Autumn Term activity and Gatsby Benchmark/s	Learning Aims	Spring Term activity and Gatsby Benchmark/s	Learning Aims	Summer Term activity and Gatsby Benchmark/s	Learning Aims
	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware that different jobs and careers bring different challenges and rewards	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware that different jobs and careers bring different challenges and rewards	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware that different jobs and careers bring different challenges and rewards
	BBC 'Bitesize' Employer talk for students - <b>BM2&amp;5</b>	Being aware that building a career will require them to be imaginative and flexible	Careers Fayre - Conversations with Post 16 Providers & Employers - <b>BM2,5,7</b>	Being aware of the main learning pathways <b>AND</b> Being aware of the range of different sectors and organisations where they can work	Keighley FE College assembly on post 16 options & LMI students - <b>BM3&amp;7</b>	Being aware of a range of different media, information sources and viewpoints
	PSHE topics on finance, budgeting & debt - <b>BM3</b>	Being aware of money and that individuals and families have to actively manage their finances	Lloyds Banking Assembly on technology and skills - <b>BM2&amp;5</b>	Being aware that there are trends in local and national labour markets	Formal PAL Provision - TBC - <b>BM1,3&amp;7</b>	Being aware of the main learning pathways
	PSHE topics on inequalities in society - <b>BM2&amp;4</b>	Recognising the injustices caused by prejudice, stereotypes and discrimination in learning and workplaces	PSHE topics on GCSE option choices and post 16 options - <b>BM4&amp;7</b>	Managing the transition into secondary school and preparing for choosing their GCSEs	Targeted group of students visit to Keighley FE College - <b>BM3&amp;7</b>	Being aware that many jobs require learning, skills and minimum qualifications
	Employer visit to Mansfield Pollard for targeted group of students - <b>BM2,5,7</b>	Being willing to challenge themselves and try new things				

## Year 9 Student Entitlement

Year 9 focuses on decision making as students prepare for making decisions around their Key Stage 4 option choices. They continue to focus on essential skills development and labour market information in Tutor time. There are additional enrichment activities linked to Careers. Many of these come up as opportunities through the year and will be recorded on Unifrog accordingly. Year 9 are also involved in an employer events as they seek to start to manage their self and opportunity awareness with help from the world of work. Students are encouraged to challenge stereotypes within the world of work and traditional job roles.

- All students explore lifestyle, budgeting and developing economic awareness in PSHE.
- All students will attend industry talks including STEM related.
- Students have optional access to a registered Careers Adviser via drop in sessions. There will be an increased emphasis on this around the time of GCSE option choices.
- Students will use Unifrog to record activities and progress as well as to utilise it for Careers information.
- External targeted Personal Guidance support for students with Education Health Care Plans

# Summary of Y9 Core Programme aligned to CDI Learning Aims

Year 9	Autumn Term activity and Gatsby Benchmark/s	Learning Aims	Spring Term activity and Gatsby Benchmark/s	Learning Aims	Summer Term activity and Gatsby Benchmark/s	Learning Aims
	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of different sectors and organisations where they can work	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of different sectors and organisations where they can work	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Being aware of the range of different sectors and organisations where they can work
	BBC 'Bitesize' Employer Event - <b>BM2&amp;5</b>	Being aware that building a career will require them to be imaginative and flexible	Lloyds Banking Assembly on technology and skills - <b>BM2&amp;5</b>	Being aware that there are trends in local and national labour markets	Keighley FE College LMI assembly - <b>BM3&amp;7</b>	Being aware of the main learning pathways
	Channel 4 Careers Talk - <b>BM5</b>	Being aware of the range of different sectors and organisations where they can work	Targeted group of students visit to Keighley FE College - <b>BM3&amp;7</b>	Being aware that many jobs require learning, skills and minimum qualifications		
	Christeysn Employer Event - <b>BM2&amp;5</b>	Being aware that trends in technology and science have implications for career	Keighley FE College Assembly on KS4 Options linked to Post 16 Options.	Being aware that learning, skills and qualifications are important for career		
	Yorkshire Building Society Visit for Targeted Students - <b>BM2&amp;5</b>	Being aware of the relationship between career, politics and the economy	Careers Fayre - Conversations with Post 16 Providers & Employers - <b>BM2,5,7</b>	Being aware of the main learning pathways <b>AND</b> Being aware of the range of different sectors and organisations where they can work		
			Staff assemblies on KS4 Option Choices	Being aware of the sources of help and support available		
			Prime Law - Workshop for targeted students - <b>BM2&amp;5</b>	Being aware of the range of different sectors and organisations where they can work		
			Navy Workshop for targeted students - <b>BM2&amp;5</b>	Being aware of the range of possible jobs		
			Bradford Uni Workshop for selected female students linked to Eng & Manufacturing	Being able to identify a role model and being aware of the value of leadership		

# Year 10 Student Entitlement

Year 10 continue their focus on the world of work as they take part in a placement linked to experience of the workplace. There are additional enrichment activities linked to Careers. Many of these come up as opportunities through the year and will be recorded on Unifrog accordingly. There will also be various employer encounters including STEM for both whole year group and targeted students focusing on the world of work.

- All students will have a focused talk delivered by external providers on Apprenticeships.
- There will be an employer link in at least the Geography curriculum.
- External targeted Personal Guidance support for students with Education Health Care Plans.
- There will be opportunities in Tutor time to learn about Labour Market Information.
- Students have optional access to a professionally registered Careers Adviser via drop in sessions.
- Parents/Carers have access to a professionally registered Careers Adviser at Parents Evenings.
- Some students will take part in a work experience placement programme.

# Summary of Y10 Core Programme aligned to CDI Learning Aims

Year 10	Autumn Term activity and Gatsby Benchmark/s	Learning Aims	Spring Term activity and Gatsby Benchmark/s	Learning Aims	Summer Term activity and Gatsby Benchmark/s	Learning Aims
	BBC 'Bitesize' Employer Event - <b>BM2&amp;5</b>	Recognising the different ways in which people talk about career and reflecting on its meaning to them	Keighley FE College on post 16 options - <b>BM3&amp;7</b>	Recognising the main learning pathways and considering which one they want to follow and how they will access and succeed in it	Selected students undertaking a work experience placement - <b>BM2,3,5&amp;6</b>	Responding positively to help, support and feedback <b>AND</b>  Recognising the value of challenging themselves and
	Harrogate Spring Water employer visit for targeted group - <b>BM2&amp;5</b>	Researching the range of workplaces and what it is like to work there	Careers Fayre - Conversations with Post 16 Providers & Employers - <b>BM2.5.7</b>	Researching the labour market and the education system		
	Solenis employer visit for targeted group - <b>BM2&amp;5</b>	Considering what jobs and roles are interesting	Keighley FE College assembly on Apprenticeships - <b>BM2&amp;7</b>	Considering what learning pathway they should pursue next		
	NPS Engineering visit for targeted group - <b>BM2&amp;5</b>	Building their confidence and optimism about their future	Navy Workshop for targeted students - <b>BM2&amp;5</b>	Considering what jobs and roles are interesting		
	Metalcraft Group visit for targeted students - <b>BM2&amp;5</b>	Recognising the value of challenging themselves and trying new things	Keighley FE College LMI assembly - <b>BM3&amp;7</b>	Researching the labour market and the education system		
	Geography curriculum visit to Yorkshire Water - targeted students - <b>BM2,3,4&amp;5</b>	Positively engaging in learning and taking action to achieve good outcomes <b>AND</b> Researching the labour market and the education system	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Researching the learning and qualification requirements for jobs and careers that they are interested in	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Researching the learning and qualification requirements for jobs and careers that they are interested in
	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Researching the learning and qualification requirements for jobs and careers that they are interested in			PSHE topics on mental health and healthy lifestyle - <b>BM3&amp;4</b>	Reflecting on their physical and mental wellbeing and considering how they can improve these
	PSHE topics on qualifications and post 16 pathways - <b>BM4&amp;7</b>	Researching the learning and qualification requirements for jobs and careers that they are interested in				
	PSHE topics on recruitment processes - <b>BM2&amp;4</b>	Researching how recruitment and selection processes work and what they need to do to succeed in them				
	PwC Group visit for selected students - <b>BM2&amp;5</b>	Exploring local and national labour market trends				

# Year 11 Student Entitlement

The focus in Year 11 is ensuring that the students are choosing and transitioning into the right post 16 option for them. There are additional enrichment activities linked to Careers. Many of these come up as opportunities through the year and will be recorded on Unifrog accordingly. Students are helped with post 16 choices and encouraged to consider all their options including further study in college, 6th form, technical education and apprenticeships as well as complete their intended destination form. Support for Year 11 does not end in the Summer. Dedicated 'follow up' takes place early in the Autumn after they have left ensuring that they feel supported into their next step. Students will use personal guidance meetings to help understand different career pathways and entry requirements and encouraged to make contingency plans should results be better/worse than expected and set personal targets for development.

- All students are encouraged to attend careers talks, fayres, college open days and taster days with employers.
- All students will take part in events with a range of FE Colleges and 6<sup>th</sup> Form Providers.
- All students will take part in a Higher Education event.
- External targeted Personal Guidance support for students with Education Health Care Plans

# Summary of 11 Core Programme aligned to CDI Learning Aims

Year 11	Autumn Term activity and Gatsby Benchmark/s	Learning Aims	Spring Term activity and Gatsby Benchmark/s	Learning Aims	Summer Term activity and Gatsby Benchmark/s	Learning Aims
	Bradford Uni assembly - <b>BM7</b>	Considering the risks and rewards associated with different pathways and careers	Personal Guidance Meeting with qualified Careers Adviser - <b>BM3&amp;8</b>	Being able to reflect on and change their career ideas and the strategies that they are pursuing to achieve them	Personal Guidance Meeting with qualified Careers Adviser - <b>BM3&amp;8</b>	Making plans and developing a pathway into their future <b>AND</b> Starting to take responsibility for making things happen in their career
	Bradford New College assembly - <b>BM7</b>	Considering what learning pathway they should pursue next	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Considering what jobs and roles are interesting		
	Bradford FE College assembly - <b>BM7</b>	Considering what learning pathway they should pursue next				
	Keighley FE College assembly - <b>BM7</b>	Considering what learning pathway they should pursue next				
	Personal Guidance Meeting with qualified Careers Adviser - <b>BM3&amp;8</b>	Reflecting on their heritage, identity and values				
	PSHE topics on applications and interviews - <b>BM2&amp;4</b>	Reflecting on and recording achievements, experiences and learning				
	PSHE topics on preparing for life after school - <b>BM3&amp;4</b>	Recognising the role that money and finances will play, in the decisions that they make and, in their life and career				
	Weekly 'Career of the Week' in Tutor time - <b>BM2</b>	Considering what jobs and roles are interesting				

