



# **Dixons Allerton Academy**

## **Careers Policy**

**Responsibility for Review: Senior Leadership Team**

**Person in charge of Careers: John Pilkington  
Contact: 01274 770230**



## Statement of intent

The Academy is committed to providing a structured Careers Programme as the legal entitlement of all students. As such, it is an integral part of the preparation of students for the opportunities, responsibilities, decisions and experience of adult life. The programme will develop the students' skills and provide the information to enable them to make considered educational and careers decisions, which are consistent with their abilities and needs.

**Signed by :.....**

**Date:.....**

**(Principal)**

**Signed by :.....**

**Date:.....**

**(Chair of Governors)**

**The aims are that students should:**

- have the opportunity to undertake a variety of work-related activities and experiences
- understand themselves and develop their capabilities
- understand and investigate careers and opportunities
- be aware of education, training, career options and pathways
- make appropriate choices about their continuing education and career paths
- recognise their potential
- manage transitions to new roles and situations; and link what they learn in school with life outside and their future steps
- implement their career plans
- have access to a cohesive Careers Education Information, Advice and Guidance (CEIAG) programme from Year 7 through to Year 13

**Procedures:**

- the senior leader in charge of Careers Education manages and evaluates the current provision of a CEIAG programme across the Academy, and liaises with the relevant outside agencies
- A Careers Education Programme covering Key Stages 3-5 is published at the start of the Academic Year. (See Appendix 1)
- students who are leaving the Academy at Year 11 will have guided support from the independent Careers Adviser in order to aid their transition to an alternative pathway
- Key Stage 4 and Post-16 students will have an opportunity to attend career conventions, employment fairs and Higher Education conventions as part of their CEIAG programme
- Key Stage 4 & 5 students will participate in planned work placements
- Post-16 students have a structured electronic UCAS application procedure with clearly defined deadlines and support from Post-16 staff

## **Provider Access Statement**

This statement sets out the school's arrangements for managing the access of providers to students at the academy for the purposes of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

## **Management of provider access requests**

### **Opportunities for access**

Our provision includes various opportunities for students to access a range of events. These are mainly integrated into the careers programme and curriculum (see above). These events are therefore delivered internally, with contribution from external providers where appropriate.

### **Procedure**

A provider wishing to request access should contact John Pilkington, Director of Careers Education via the school contact details available on the website. Local providers are invited to key relevant events. The Trust's policy on safeguarding and child protection sets out the school's approach to allowing providers into school as visitors to talk to our students.

### **Resources**

Once visits have been agreed, the school will provide appropriate rooming to facilitate the visit, along with any equipment requested by the provider, where it is available. Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception which will be displayed in the careers section of the library which is managed by our Careers Advisor. The library is available to all students at lunch, break time and after school.

**Impact of our Careers Programme** We will measure the impact of our programme by considering the following; primarily our NEET figure which we aim to be 0%, the aspirations of our students (student voice), stay on rate of our students (minimum 70% to our Post-16), Sixth Form retention, the number in Post-16 applying to Russell Group universities and the retention rate at university.

## **Appendix 1**

### **Careers Education Programme 2018/2019**

#### **Year 7**

- Ryman National Enterprise Challenge – Scholars are tasked to develop a marketing campaign. Skills developed during the day are delegation, communication and organisation.
- STEM – A hands on Stem activity day supported by industry professionals. Workshops give scholars engaging experiences and show careers in STEM can be wide-ranging and rewarding.
- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.
- Future Goals Assembly- Delivered by Helen Allman (Enterprise Coordinator-West Yorkshire Combined Authority)

#### **Year 8**

- STEM – A hands on Stem activity day supported by industry professionals. Workshops give scholars engaging experiences and show careers in STEM can be wide-ranging and rewarding.
- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.
- Future Goals Assembly- Delivered by Helen Illman (Enterprise Coordinator-West Yorkshire Combined Authority)

#### **Year 9**

- Employer Supported Careers Learning – Scholars have the opportunity to take part in workshops supported by local business ambassadors. The workshops increase awareness of the labour markets, skills and competencies needed to build successful working lives.
- Burberry Foundation Factory Visit – Creative activity day at a working factory.
- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.
- Future Goals Assembly- Delivered by Helen Illman (Enterprise Coordinator-West Yorkshire Combined Authority)

#### **Year 10**

- Workplace visits – Scholars gain insight into the range of jobs within an organisation. Scholars build their understanding of the skills and competencies required by different types of business.

- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.
- Future Goals Assembly- Delivered by Helen Illman (Enterprise Coordinator-West Yorkshire Combined Authority)

### **Year 11**

- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.

### **Year 12**

- ESH Construction-Building my Skills – 5 one hour talks regarding career choices and the different options and routes available
- Burberry Foundation School Workshop.
- Burberry Foundation Guest Speaker.
- Wider Programme of Study Evening for scholars and their relatives
- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.

### **Year 13**

- UNIFROG – Online programme where scholars can explore their interests, then find and successfully apply for their best next step after school.