



Lampard Community School CAREERS PROGRAMME of Work 2019/ 2020 (V3 Oct 2019).

‘Careers and work-related education describes the planned provision by schools, colleges and their partners to enable young people to learn about careers, learning and work so that they can manage their own development and make life choices and decisions that will benefit their own wellbeing and contribute to the wellbeing of others’. (CDI framework 2018).

Aims of career related learning:

- **Developing yourself through careers, employability and enterprise education.**
 - **Learning about careers and the world of work**
 - **Developing your career management and employability skills.**

*At Lampard Community School we are committed to raising the **aspirations** and goals of our students; this forms part of our school vision and mission statement. We are committed to providing our students with the best education to equip them to go on to live an active and fulfilled life as adults in the modern world. **Career development work** is embedded across the school and forms part of our School Development Plan to ensure that each student has the tools they need to help them prepare for adulthood and reach their **potential** in life. Through our curriculum, accreditation, work placements and links with external agencies we ensure that all students have opportunities to explore a wide range of **career** options, employability skills and meaningful **employment** routes that are available to them and help each students to recognise high, achievable **aspirations** for their future.*

Our careers programme of work at Lampard Community School is adapted from the CDI framework and is mapped against the Gatsby Benchmarks. We use the Compass evaluation tool to audit progress towards these standards. In addition to this we have adhered to recommendations from the Department for Education revised SEND Code of Practice 2015 which includes setting goals and supporting needs in relation to Preparation for Adulthood: moving into paid employment and higher education, independent living, having friends and relationships and being part of the community and being as healthy as possible.

We are constantly reviewing our careers programme of work in line with the Gatsby Benchmarks and statutory guidance. The next review will be in January 2020.

Upper School: Year 10 and 11 (Delivered specifically through a WRL curriculum, work experience placements and our Preparation for Adulthood course. We aim for career development work to be embedded through the whole curriculum in KS4).

Developing yourself through careers, employability and enterprise education

Outcome	Learning Objective Students should learn to:	Gatsby reference	Activities to meet outcomes:
Self-awareness (1)	<p>Describe yourself, your strengths and preferences</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	3	<p>You can talk about your strengths You know what you like and enjoy doing</p> <ul style="list-style-type: none"> • Students look at their strengths (skills and qualities) specifically in WRL which is addressed in unit 8 and unit 7. • Students record their views using the most appropriate format ahead of their Annual Reviews. These are shared at the meeting and help shape new outcomes of the EHCP in Year 11. • Students meet with internal job coach/ careers leader to discuss goals and aspirations in the following areas: Education and Employment, Independent Living, Participation in Society and Healthy Living. • Students have a Preparation for Adulthood form where their goals and aspirations related to work and the future are recorded. This forms part of the review of the EHCP in Years 9-11 and informs the new outcomes at each transition point. • Year 11: 1:1 meeting with our link Careers South West (CSW) Advisor Sarah Lock (Autumn Term). A CSW advisor is present at all of the Year 11 Annual Reviews. • Year 10: Students have 1:1 meeting with CSW advisor (Autumn Term/Spring Term) to discuss future goals and aspirations. • Progress and evidence towards student’s EHCP outcomes are recorded using the Evidence for Learning Programme.

<p>Self-determination (2)</p>	<p>Be able to focus on the positive aspects of your wellbeing, progress and achievements</p>	<p>3</p>	<p>You can tell your own story, how you are making progress and what you need to do to raise your achievement and improve your wellbeing</p> <ul style="list-style-type: none"> • All students have high quality learning journals that evidence progress towards EHCP outcomes captured electronically through Evidence for Learning. • All students at Lampard School have a school history folder and an accreditation folder where their achievements and certificates are kept each year. These are presented to students when they leave in Year 11. • Accreditation: AQA PSHE: Emotional Well Being unit in PSHE (Year 1, Term 1) • All students in KS4 have 3 x lessons per week of PSHE (Personal Social Health Education) and 2 x lessons of WRL. In addition to working towards accreditation (AQA Certificate in PSE) students have regular opportunities to look at personal wellbeing, social communication, achievements etc. • Students have 'Review' on a Friday afternoon to reflect on their progress and achievements through the week. • Normal Magic 'Ten a Day' is embedded across the school. (New 2018/2019). • Weekly assemblies celebrate the achievements of students. • All students have access to a 'Thought Book' to record their views and feelings.
<p>Self-improvement as a learner (3)</p>	<p>Explain how you are benefitting as a learner from careers, employability and enterprise activities and experiences</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	<p>1, 3</p>	<p>You can explain what you have learnt from career, employability and enterprise learning activities and experiences</p> <ul style="list-style-type: none"> • Accreditation: AQA PSE: Personal Action Planning unit in WRL (Year 1, Term 2) • Students and staff evaluate career development work at the end of each unit or activity. This information used to measure the impact of the careers programme. • Students record their views using the most appropriate format ahead of their Annual Reviews. These are shared at the meeting and help shape new outcomes of the EHCP in Year 11 as well as work experience placements and opportunities to engage with relevant employers.

			<ul style="list-style-type: none"> All students complete a Work Experience log book where they record that they have learnt at the end of their placements. This year students will be using the SKILLS BUILDER pilot programme to record their progress towards essential skills in Work Experience. Students use other formats to record this too. KS4 students present a 'Work Experience' assembly to the rest of the school to share what they have learnt. Students have opportunities throughout the curriculum to develop transferable life and social skills that support careers, employability and enterprise. All students in KS4 meet with the link Job Centre Plus Adviser to learn how to find about career information.
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Learning about careers and the world of work			
Outcome	Learning Objective Students should learn to:	Gatsby reference	Activities to meet outcomes:
Exploring careers and career development (4)	Describe different explanations of what careers are and how they can be developed Preparation for Adulthood Links: Education and Employment.	2	<p>Using the members of staff around you survey how their careers developed. You can spot similarities and differences</p> <ul style="list-style-type: none"> Students investigate careers through WRL lessons, Preparation for Adulthood course (Work Skills), encounters with employers, work experience placements and across different curriculum areas. Students have visits from Independent Careers Advisers from CSW (Level 6 qualified). Students also have opportunity to meet with our link advisor from Job Centre Plus. Students have weekly WOW! (World of Work) visits each week in WRL where they find out about a range of different jobs. Accreditation: AQA PSE: Making Informed Career Choices unit in WRL (Year 2, Term 1)

			<ul style="list-style-type: none"> • Accreditation: AQA PSE: Applying for Jobs and Course unit in WRL (Year 1, Term 1) • Students chose from a wide range of vocational options subjects such as Child Care, Food Studies, Motor Vehicle Studies, Construction, Land Studies, Hair & Beauty and Animal Care. All options subjects provide at least one opportunity a year to have an encounter with and employer linked to their subject.
Investigating work and working life (5)	<p>Give examples of different kinds of work and why people’s satisfaction with their working lives can change</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	2	<p>You can identify different kinds of work that people do. You can say why people’s job satisfaction varies</p> <ul style="list-style-type: none"> • Students have weekly WOW! (World of Work) visits each week in WRL where they find out about a range of different jobs. • Students have encounters with employers in each of their options subjects. Visitors this year have included a Midwife visit to the Child Care group; professional musicians come to Music lessons, cooking demonstrations for qualified chefs and professional artists leading the Arts options group. Students have opportunities to talk to employers throughout their sessions. • Students access off site facilities such as Futures Farm, The Combe Martin Wildlife and Dinosaur Park, Northam Lodge Activity Centre and North Devon Hospice as part of our Preparation for Adulthood Curriculum. • Accreditation: AQA PSE: Relationships and Practices in the Workplace unit in WRL (Year 2, Term 1).
Understanding business and industry (6)	<p>Give examples of different business organisational structures</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	5	<p>Looking at different businesses you can describe their organisation and structure</p> <ul style="list-style-type: none"> • Accreditation: Unit 9: Relationships and Practices in the Workplace - looks at organisational structures in the work place. • All Upper School students have the opportunity to complete a minimum of 2 x 1 week work experience placements in Year 10 and Year 11. Last year (March 2019) 100% of our students successfully completed their placements. • Year 11 students complete an additional work experience placement (1 x 6 days) in Work Skills as part of our Preparation for Adulthood course. Last year student’s completed their placements at The Combe Martin Wildlife and Dinosaur Park, and North Devon Hospice. This year students will be attending the Northam Lodge Activity Centre. • Students have the option to complete an Animal Care accreditation on a local working farm.

			<ul style="list-style-type: none"> In the Summer Term students are involved in 'Enterprise and Entrepreneurs' work where they experience creating and running their own business. Students attended the Employers Job Fair in Green lanes, Barnstaple. (Sep 2019)
Investigating jobs and labour market information (LMI) (7)	<p>Be aware of what Labour Market Information (LMI) is and how it can be useful to you</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	5	<p>You can say what is LMI and why you need to be aware of it for making future decisions</p> <ul style="list-style-type: none"> Accreditation: AQA PSE: Making Informed Career Choices unit in WRL (Year 2, Term 1). Students are specifically taught about LMI as an extension of this unit. Careers development work is delivered through a range of subjects (WRL and Preparation for Adulthood) as well as meetings with internal and external careers advisors. Content is appropriate for the needs of the young person. In Work Skills lessons students have visits from Job Centre Plus Advisors to talk about local employment opportunities. Current local and national labour market information is shared with us. All Upper School students have the opportunity to complete a 1 x week work experience placement in both Year 10 and Year 11. We look at jobs and careers that are available in the local area. Year 11 students complete an additional work experience placement (1 x 6 days) in Work Skills as part of our Preparation for Adulthood course. Last year student's completed their placements at The Combe Martin Wildlife and Dinosaur Park, and North Devon Hospice. Sahara Stockwell, our Job Centre Plus Advisor sends us up to date information about the local and national labour market. Next steps: we are looking at suitable ways to share this information on our website.
Valuing equality, diversity and inclusion (8)	<p>Identify how to stand up to stereotyping and discrimination that is damaging to you and those around you</p> <p>Preparation for Adulthood Links: Community Inclusion.</p>	3	<p>You can say how to stand up to stereotyping and discrimination that is damaging to you and those around you</p> <ul style="list-style-type: none"> Accreditation: AQA PSE: Introduction to Diversity, Prejudice and Discrimination unit in PSHE (Year 1, Term 2). Accreditation: AQA PSE: Relationships and Practices in the Workplace unit in WRL (Year 2, Term 1). Covers discrimination and laws within the work force. Personal Programmes, RE, PSHE and tutor time provides opportunities for work focused on discrimination, the views of others and accepting the views of other.

			<ul style="list-style-type: none"> We have links with the Diversity Office from D & C Police who come and visit students/ classes when required.
Learning about safe working practices and environments (9)	Be aware of the laws and bye-laws relating to young people's permitted hours and types of employment; and know how to minimise health and safety risks to you and those around you	4	<p>You are aware of the laws and the bye-laws relating to the hours and types of employment for your age group</p> <ul style="list-style-type: none"> Year 11: Students have 1 x term of Work Skills as part of the Preparation for Adulthood Course. This includes visits from the Job Centre Advisor (Sahara Stockwell) and an extended 6 x 1 day work experience placement. Health and Safety in the work place is covered though this course. Accreditation: AQA PSE: Relationships and Practices in the Workplace unit in WRL (Year 2, Term 1). Personal safety is delivered through our PSHE curriculum. Students cover specific Health and Safety units in their options units. These are primarily used in the off-site units where students access specialist facilities for example MVS, Construction and Hair & Beauty.

Developing your career management and employability skills			
Outcome	Learning Objective Students should learn to:	Gatsby reference	Activities to meet outcomes:
Making the most of careers information, advice and guidance (CEIAG) (10)	Identify your personal networks of support, including how to access and make the most of impartial face-to-face and digital careers information, advice and guidance services Preparation for Adulthood Links: Education and Employment.	2	<p>You can use family and friends to access advice and information and can appreciate the role of impartiality and sources of partiality.</p> <p>You take part in employer led activities to develop your networking skills</p> <ul style="list-style-type: none"> Year 11: 1:1 Meeting with our CSW Advisor Sarah Lock (at least one, Autumn Term) Year 10: 1:1 meeting with our CSW Advisor Sarah Lock. Year 11: CSW Advisor and Further Education College representative present at all Year 11 Annual Reviews. Year 10: Preparation for Adulthood Team member present at Annual Reviews.

			<ul style="list-style-type: none"> • Students meet with internal Job Coach/Careers Leader to discuss goals and aspirations in the following areas: Education and Employment, Independent Living, Participation in Society and Healthy Living. • Students have a Preparation for Adulthood form which is recorded on the review of EHCP. • We have strong links with our local Job Centre Plus Advisor Sahara Stockwell who comes to school to talk to all of the Upper School students about accessing careers information. All students will visit the local Job Centre Plus this year. • Next Steps: Lampard Community School will have an in house Level 6 qualified personal careers advisor by the end of July 2020.
Preparing for employability (11)	<p>Recognise the qualities and skills you have demonstrated both in and out of school that will help to make you employable</p> <p>Preparation for Adulthood Links: Education and Employment.</p>	4, 5, 6	<p>You can recognise the skills and qualities needed for the world of work through activities/experiences</p> <ul style="list-style-type: none"> • Students have opportunities throughout the curriculum to develop transferrable life and social skills that support careers, employability and enterprise. • All students have opportunities to complete a 1 x week work experience placement in both Year 10 and 11 based on their goals and aspirations. All students have at least on pre-visit to prepare them for their placement. • Our Preparation for Adulthood Course includes; work skills, budgeting skills, independent living skills, healthy living and fitness, and personal development. • All KS4 students follow a functional skills curriculum and work towards accreditation in English, Maths and ICT. • Accreditation: AQA PSE: Applying for Jobs and Course unit in WRL (Year 1, Term 1) • Students work with an internal job coach, careers leader and tutors to recognise their strengths. • Lampard Community School is piloting the Skills Builder Programme (2019/2020) to measure students' progress against the eight essential skills for employment.
Showing initiative and enterprise (12)	Recognise when you are using qualities and skills that entrepreneurs demonstrate	4, 5, 6	You can show how you are using the qualities and skills when being enterprising as part of 'drop-down' days, challenges, through subjects

	Preparation for Adulthood Links: Education and Employment.		<ul style="list-style-type: none"> • Preparation for Adulthood Course: Economic Skills (looking at budgeting skills, paying bills, shopping on a budget, business and enterprise, available support and future living options). • KS4 Summer project – students will be able to explore a wide range of opportunities such as enterprise and business. • Summer Term, Year 1 WRL topic: ‘Enterprise and Entrepreneurs’ ending in an enterprise/Dragon’s Den event. • Lampard Community School is piloting the Skills Builder Programme (2019/2020) to measure students’ progress against the eight essential skills for employment. • Enterprise group as part of our Friday afternoon activities sessions.
Developing personal financial capability (13)	<p>Show that you can manage your own budget and contribute to household and school budgets</p> <p>Preparation for Adulthood Links: Independent Living</p>	3	<p>You can show how to get the most from a personal budget, understand and use financial words</p> <ul style="list-style-type: none"> • Students work towards accreditation in Functional Skills Maths. Qualifications are available at Entry Level 1 to Level 2. • Regular opportunities to develop practical money skills in real life situations (for example shopping activities, visiting the Liberty Centre café at the local FE college and making bacon roles to order (for charity events)). • Preparation for Adulthood Course: Economic Skills (looking at budgeting skills, paying bills, shopping on a budget, business and enterprise, available support and future living options). • Students have opportunities to access Maths based interventions through Personal Programmes. These include ‘Counting to Calculating’ and ‘Additive Reasoning’. • Developing 2019/2020: Upper School students to run a ‘Shed Shop’ to develop their functional money skills. • Students look at Personal Finance through our PSHE curriculum.

Identifying choices and opportunities (14)	Know how to identify and systematically explore the options open to you at a decision point	2	<p>You can make an informed decision after assessing the choices and opportunities open to you</p> <ul style="list-style-type: none"> • Accreditation: AQA PSE: Making Informed Career Choices unit in WRL (Year 2, Term 1). Students are specifically taught about LMI as an extension of this unit. • Students have access to a Careers Room at school which provides learners with up to date information about Post 16 courses, supported internships, apprenticeships and employment (including part time jobs and voluntary work). • Year 10 and 11 students meet with our CSW advisor. They also have access to staff at the Job Centre Plus who come to school to talk to students about their options in the future. • Appropriate option choices are discussed at Year 9, 10 and 11 Annual Reviews which are attended by a range of professionals. Students' goals and aspirations are recorded. • Students attend open evening and taster days with Post 16 providers in the local area (these have included Petroc, Town Station, Duchy College, WESC and Exeter College). • Petroc Assembly 'Bright Futures' to all Middle School (MS) and Upper School (US) students. • School holds various events such as the Year 9 & 10 Options event (to discover the options available in KS4) and Post 16/Next Steps event. • Students attend the National Apprenticeship Show.
Planning and deciding (15)	know how to make plans and decisions carefully including negotiating with those who can help you get the qualifications, skills and experience you need	3	<p>You can research for the skills, qualifications and experience you need to discuss and where necessary negotiate your plans for the future</p> <ul style="list-style-type: none"> • Accreditation: AQA PSE: Making Informed Career Choices unit in WRL (Year 2, Term 1) • Accreditation: AQA PSE: Applying for Jobs and Course unit in WRL (Year 1, Term 1) • All students attend the work experience talk to help inform decisions. • Students chose their options subjects for Year 10 and for Year 11. • Students records their future goals and aspirations though the EHCP process.

<p>Handling applications and interviews (16)</p>	<p>know how to prepare and present yourself well when going through a selection process</p>	<p>3</p>	<p>You can prepare and present yourself well when going through a selection process</p> <ul style="list-style-type: none"> • Students have several opportunities through our curriculum to practice their interview skills (e.g. in SLC (Speaking, Listening and Commination), WRL and PSHE). • Accreditation: AQA PSE: Applying for Jobs and Course unit in WRL (Year 1, Term 1) - students are expected to be able to fill in application forms, write a CV and letters of application. • Mock Interview Morning in January (students have an opportunity to take part in simulated interview with local employers). • The WRL and English curriculum provides several opportunities for students to practice compiling job applications, letters of application and CVs. We encourage students to update these throughout the year.
<p>Managing changes and transitions (17)</p>	<p>show that you can be positive, flexible and well-prepared at transition points in your life</p>	<p>7</p>	<p>You can be positive, flexible and well prepared for your move into Post 16 Education.</p> <ul style="list-style-type: none"> • Year 10 and 11 students have several opportunities to visit local FE College (especially our feeder College) as part of their transition to Post 16. This includes informal visits to the College Christmas Market, sports events and visits to their café as well as taster days and transition days. Transition is personalised for each Year 11 students and is tailored to suit individual needs. • Representatives from the local FE College attend formal events such as the whole school parents evening (1 x each term), Year 11 annual reviews and our Post 16 transition event. • Lampard Community School hosts a Post 16 transition event where students and their parents/guardians can discuss future opportunities and support available with local FE provisions. • Lampard Community School informs students and their parents/guardians of any Post 16 transition events or open evenings in the local area. • Professionals (such as CSW, Preparation for Adulthood Team) are involved in key transition points for students. We have a provider access policy to ensure students have access to their statutory entitlements. • Lampard Community School has established strong links with Petroc the local FE provider in the town and some of our vocational courses are delivered from their campus (e.g. Construction, MVS and Hair and

			<p>Beauty). We are looking to develop further opportunities for our students to access the facilities at Petroc as part of our developing KS4 curriculum.</p> <ul style="list-style-type: none">• Students have opportunities to attend the Summer Transition Club at Petroc if appropriate.• Lampard Community School tracks destination data of previous students.• All students have at least one visit to their placement ahead of Work Experience weeks.
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