

Focus 2024-25: This year, we will focus on the following:

- **Unifrog for all:** all staff and students to be confident in using Unifrog for finding and recording careers and PSHE information
- **Provision for Y7 and 8:** Following the ‘bottom-up’ philosophy of exposing Y7 and 8 to as many careers as possible. This then allows them to focus in on what they want to do as they move up towards Y11. Careers needs to form a part of every half-term with at least one event/encounter/speaker. Continue work with West Sussex Growers and re-engage with Albion in the Community.
- **Parental/Alumni engagement:** All new parents to Y7 to let us know what they do for work, what they could contribute to the school. Parents from Y8 onward to get half-termly career updates and to be provided with training to access Unifrog. Work experience and Options launch to be in person to allow more face-to-face interactions and discussions with all stakeholders. Use of Facebook staff pages to increase parental and alumni/ex-student engagement. Using LinkedIn – OSVA careers page – to engage stakeholders.

Plan 2024-25:

This is the outline plan for the Careers programme for this academic year. The table that follows it outlines what each event or strategy involves, its impact and links to the Gatsby Benchmarks, staff involved and the expected timeframe

|    | Autumn Term   | Spring Term   | Summer Term   |
|----|---|---|---|
| Y7 | <b>Me, my skills and how I can use them:</b> <ul style="list-style-type: none"> <li>• All students to be able to identify what they are good at</li> <li>• All students to be able to link their skills to a future workplace</li> <li>• All students to take part in and reflect on team building activities</li> </ul>  |   |   |
|    | <ul style="list-style-type: none"> <li>- Team building <b>(Benchmark 4)</b></li> <li>- Unifrog onboarding <b>(Benchmark 3)</b></li> <li>- PSHE lesson focus – Who am I? <b>(Benchmark 4)</b></li> <li>- West Sussex Growers assembly and project <b>(Benchmark 5/4)</b></li> <li>- Albion in the community – Life Skills <b>(Benchmark 4)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- <b>Green Career week – w/c 4<sup>th</sup> Nov (Benchmark 4)</b></li> </ul> | <ul style="list-style-type: none"> <li>- Mid-year futures survey <b>(Benchmark 3)</b></li> <li>- <b>National apprenticeship week</b> activities and surveys <b>(Benchmark 2/4)</b></li> <li>- <b>Careers fair (Benchmark 5/7)</b></li> <li>- National Careers week activities and surveys <b>(Benchmark 2/4)</b></li> <li>- <b>West Sussex Growers project (Benchmark 5/4)</b></li> <li>- Albion in the Community – Life skills <b>(Benchmark 4)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul> | <ul style="list-style-type: none"> <li>- PSHE lesson focus – What might my future hold? <b>(Benchmark 4)</b></li> <li>- Albion in the Community – Life skills <b>(Benchmark 4)</b></li> <li>- <b>West Sussex Growers project (Benchmark 5/4)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul> |
| Y8 | <b>The world of work: local and national</b> <ul style="list-style-type: none"> <li>• All students to know what jobs are available locally</li> <li>• All students to know where to look for their preferred job nationally</li> <li>• All students to speak with employers and employees about how they got their job</li> </ul>   |   |   |
|    | <ul style="list-style-type: none"> <li>- Unifrog focus – reacquainting and recording <b>(Benchmark 3)</b></li> <li>- Albion in the community – raising awareness of</li> </ul>  | <ul style="list-style-type: none"> <li>- Mid year futures survey <b>(Benchmark 3)</b></li> <li>- <b>National apprenticeship week</b> activities and surveys <b>(Benchmark 2/4)</b></li> </ul>   | <ul style="list-style-type: none"> <li>- Albion in the Community – Life skills <b>(Benchmark 4)</b></li> <li>- <b>West Sussex Growers project (Benchmark 5/4)</b></li> </ul>  |

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|     | <p>the word of work<br/><b>(Benchmark 2)</b></p> <ul style="list-style-type: none"> <li>- West Sussex Growers assembly and project (Benchmark 5/4)</li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- <b>Green Career week – w/c 4<sup>th</sup> Nov (Benchmark 4)</b></li> </ul>   | <ul style="list-style-type: none"> <li>- <b>Careers fair (Benchmark 5/7)</b></li> <li>- National Careers week activities and surveys <b>(Benchmark 2/4)</b></li> <li>- <b>West Sussex Growers project (Benchmark 5/4)</b></li> <li>- Albion in the community – raising awareness of the word of work <b>(Benchmark 2)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul>  | <ul style="list-style-type: none"> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- PSHE lesson focus – What jobs are available in my area? <b>(Benchmark 4)</b></li> </ul> |
| Y9  | <p><b>Relationships with employers and future options</b></p> <ul style="list-style-type: none"> <li>• <b>All students to understand what employers look for in employees</b></li> <li>• <b>All students to have experience of mock job interview</b></li> <li>• <b>All students to have support and information relating to options for Y10 and 11 study</b></li> <li>• <b>All students to select options for Y10 and 11 study</b></li> </ul>   |   |  |
|     | <ul style="list-style-type: none"> <li>- Unifrog focus – reacquainting and recording <b>(Benchmark 3)</b></li> <li>- NHS enact drama production <b>(Benchmark 5,2)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- <b>Green Career week – w/c 4<sup>th</sup> Nov (Benchmark 4)</b></li> <li>- Army day 13<sup>th</sup> December (Benchmark 5)</li> <li>- Creative careers Expo 21<sup>st</sup> Nov <b>(Benchmark 4/5)</b></li> <li>- <b>PSHE focus: What will an employer want to know about me? (Benchmark 4)</b></li> </ul> | <ul style="list-style-type: none"> <li>- Options Process <b>(Benchmark 3/ 4/8)</b></li> <li>- Mid year futures survey <b>(Benchmark 3)</b></li> <li>- <b>Careers fair (Benchmark 5/7)</b></li> <li>- <b>Mock careers interviews (Benchmark 5)</b></li> <li>- National Careers week activities and surveys <b>(Benchmark 2/4)</b></li> <li>- Dare to dream assembly and sessions <b>(Benchmark 4, 2, 8)</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul> | <ul style="list-style-type: none"> <li>- Dare to dream assembly and sessions (Benchmark 4, 2, 8)</li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul>                      |
| Y10 | <p><b>Encounters with employers and planning ahead</b></p> <ul style="list-style-type: none"> <li>• <b>All students to understand the demands of a workplace</b></li> <li>• <b>All students to gain careers advice and guidance through one-on-one or group interviews</b></li> <li>• <b>All students to gain experience of the work place and to reflect on lessons learned</b></li> <li>• <b>All students to have first encounter with or tour of at least one Post 16 partner</b></li> </ul>  |   |  |

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|     | <ul style="list-style-type: none"> <li>- Unifrog focus – reacquainting and recording (<b>Benchmark 3</b>)</li> <li>- Parent meeting addressing future Post 16 pathways and work experience (<b>Benchmark 5/6/7</b>)</li> <li>- Post 16 information fair (<b>Benchmark 7</b>)</li> <li>- <b>Barclays – The Talent Foundry</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- Army day 13<sup>th</sup> December (Benchmark 5)</li> </ul>   | <ul style="list-style-type: none"> <li>- Mid year futures survey (<b>Benchmark 3</b>)</li> <li>- <b>Careers fair (Benchmark 5/7)</b></li> <li>- Work experience launch (<b>Benchmark 6</b>)</li> <li>- Careers interviews (<b>Benchmark 8</b>)</li> <li>- <b>Barclays – The Talent Foundry</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- PSHE lesson focus – Careers and work experience (<b>Benchmark 4</b>)</li> </ul>                   | <ul style="list-style-type: none"> <li>- Careers interviews (<b>Benchmark 8</b>)</li> <li>- Work Experience 1<sup>st</sup>-5<sup>th</sup> July (<b>Benchmark 5, 6 and 7</b>)</li> <li>- Visits to assemblies from Chichester College Group and Havant College (<b>Benchmark 7</b>)</li> <li>- Visit to assemblies from Apprenticeship providers (<b>Benchmark 7</b>)</li> <li>- 1 to 1 futures interviews for identified students (<b>Benchmark 8</b>)</li> <li>- <b>Barclays – The Talent Foundry</b></li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> <li>- PSHE lesson focus – Work experience reflection (<b>Benchmark 4</b>)</li> </ul> |
| Y11 | <p><b>Preparing for Post 16 pathways - making the best choices</b></p> <ul style="list-style-type: none"> <li>• All students to know what pathway will best suit their skills and grades</li> <li>• All students to be supported in applying for Post 16 pathway suitable to them and their aspirations</li> <li>• All students to leave OSVA with a clear Post 16 destination</li> </ul>  |   |  |
|     | <ul style="list-style-type: none"> <li>- Unifrog focus – building CVs, Personal statements and applying to college (<b>Benchmark 3</b>)</li> <li>- <b>PSHE focus: Mapping my future: Work life; CV Writing; interview skills (Benchmark 4)</b></li> <li>- Catch up 1-to1 Career interviews (<b>Benchmark 8</b>)</li> <li>- Assemblies and resources from colleges and apprenticeship providers (<b>Benchmark 7</b>)</li> <li>- Post 16 Fair (<b>Benchmark 7</b>)</li> <li>- Post 16 destinations intentions survey (<b>Benchmark 3</b>)</li> <li>- Y11 team and CMH to assist with applications (<b>Benchmark 3/8</b>)</li> <li>- West Sussex Career team to work with students at risk of NEET</li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul> | <ul style="list-style-type: none"> <li>- Post 16 decisions survey (<b>Benchmark 3</b>)</li> <li>- Careers fair (Benchmark 5/7)</li> <li>- Requested 2<sup>nd</sup> career interviews (<b>Benchmark 8</b>)</li> <li>- Y11 team and CMH to assist with further applications (<b>Benchmark 3/8</b>)</li> <li>- West Sussex Career team to work with students at risk of NEET (<b>Benchmark 3/8</b>)</li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul> | <ul style="list-style-type: none"> <li>- Phone/online/in-person advice interviews with Post 16 providers (<b>Benchmark 7/8</b>)</li> <li>- West Sussex Career team to work with students at risk of NEET (<b>Benchmark 3/8</b>)</li> <li>- <b>Destinations recorded by students on Unifrog (Benchmark 3)</b></li> <li>- Destination intentions list sent to West Sussex (<b>Benchmark 3</b>)</li> <li>- Final NEET list shared with West Sussex Careers Team (<b>Benchmark 3/8</b>)</li> <li>- <b>Speakers for Schools assembly (Benchmark 5)</b></li> </ul>   |