



Careers and Work Related Learning Programme “The Pupils Journey”

The Ilfracombe Academy is proud to have maintained the *Quality in Careers Standard* for over 16 years. We are committed to providing high quality impartial careers advice and guidance to all pupils throughout their time with us.

CEIAG at Ilfracombe Academy		
1	Understanding a clear plan for Careers at The Ilfracombe Academy	Careers and WRL overview shared with pupils and parents Ongoing feedback is appreciated. Website updated annually to show careers journey.
2	Access to good quality information about future study options - Labour Market Information	Unifrog lessons delivered in PCRE lessons LMI assembly for all year groups Half Termly careers related tutor slots
3	Your Individual Needs Met	Thorough Options process in Year 9 A wide range of diverse Careers activities Half Termly careers related tutor slots One-to-one careers guidance offered via careers lead and CSW
4	Curriculum Learning linked with Careers	Year 9 ‘Options Week’ lessons in every subject Half Termly careers related tutor slots Subject Careers displays National Careers Week lessons & tutorial activities HOD information videos created
5	Encounters with Employers	Next Steps Day (careers fair) – all years Year 10 “You’re Hired” Year 8 Interview Skills workshop TDK Lambda STEM workshop Various assemblies over the year
6	Experience of the workplace	Work Experience Week timetabled in Year 10 Work Experience in sixth form an expectation STEM factory tours (targeted)
7	Visited at least one university	Opportunities for university visits in every year throughout school
8	At least two career interviews with a senior member of staff or L6 trained careers advisor.	Sixth form guidance interviews ‘Future Smart Careers’ independent guidance interviews for Year 10 and Year 11 Year 9 Options interview for selected pupils Targeted careers interventions with careers lead



Pupils at The Ilfracombe Academy experience a range of Careers and Work Related Learning activities. Key events in KS4 form a big part of that experience such as “You’re Hired” and “Next Steps day”. These events have been running for over ten years and are a brilliant opportunity to engage with local employers and providers. During PCRE lessons in KS3, pupils take part in a series of taught lessons covering employability skills enabling pupils to reflect on their own destination plans.

Half termly tutor sessions also provide pupils with knowledge on career pathways, apprenticeships and support with the Work Experience Programme.

Our Careers Programme follows the Career Development Institutes (CDI) framework. This has six key elements:



This document outlines our core offer for Careers and the annual planned activities that take place. There are also lots of additional opportunities that come up throughout the year.



Careers and Work-Related Learning Programme (CDI Framework)

“Grow Throughout Life”

Half Termly Tutor Sessions (Years 7-10)

Unifrog personality profiling in PCRE lessons (Year 7)

Unifrog recording activities in PCRE lessons (Years 7-9)

“Women In Industry” & “Jobs 4 the Boys” events (Year 9)

Interview Skills Workshop (Year 8)

Problem Solving Workshop (Year 7)

“Explore Possibilities”

Half Termly Tutor Sessions (Years 7-10)

“Next Steps Day” Careers Fair (Whole School)

Work Experience (Year 10 and Year 12)

University Trips (at least one trip per year group per year)

Various visiting speakers in assemblies looking at “next steps pathways” (All Years)

PETROC Vocational ‘Taster Day’ (Year 10)

“Managing Your Career”

Half Termly Tutor Sessions (Years 7-10)

1-2-1 Careers Guidance (Years 10-13)

NSSW Student Finance/Budgeting Workshop (Year 12)

“You’re Hired” Careers Workshops (Year 10)

Unifrog Assembly (Years 10 & 11)

Unifrog Workshop (Years 12 & 13)

Young Enterprise Company Programme (Year 12)



“Create Opportunities”

“Next Steps Day” Careers Fair (Whole School)
Work Experience (Year 10 and Year 12)
Virtual Work Experience Opportunities (Years 12 & 13)
Young Enterprise Company Programme (Year 12)

“Balance Life & Work”

Half Termly Tutor Sessions (Years 7-10)
“You’re Hired” Careers Workshops (Year 10)
PCRE lessons (Years 7-11)
Virtual Work Experience Opportunities (Years 12 & 13)
Young Enterprise Company Programme (Year 12)

“See the Big Picture”

Half Termly Tutor Sessions (Years 7-10)
1-2-1 Careers Guidance (Years 10-13)
“You’re Hired” Careers Workshops (Year 10)
University Trips (at least one trip per year group per year)
Morning Greeting (Years 7-11)
Labour Market Information Assembly (all years)



Mapping the student journey

Year 7

- 'Unifrog' sessions during PCRE lessons:
 - Reflection on skills.
 - Transferable skills.
 - Personal statement writing practice.
 - Outlining achievements.
- University Trip offered
- National Careers Week Assembly (Apprenticeship & T-Level Information)
- Half termly tutorial activities
- Next Steps Day careers fair
- Problem Solving Workshop

Year 8

- Unifrog' sessions during PCRE lessons:
 - Aspirations
 - Budgeting and payslips
 - Career research activity (LMI).
 - Looking at different career paths
- University Trip offered
- National Careers Week Assembly (Apprenticeship & T-Level Information)
- PETROC assembly
- ASK Apprenticeship assembly
- Half termly tutorial activities
- Next Steps Day careers fair
- Interview Skills Workshop

Year 9

- Unifrog' sessions during PCRE lessons
- 'The Year 9 Options Week' – Every subject links curriculum learning to Career pathways and opportunities.
- Options evening for pupils and parents.
- Options guidance interviews – Selected pupils meet with a senior member of staff/careers lead.
- University Trip offered



- STEM Day with TDK – An opportunity for all pupils to take part in a practical challenge using STEM Kit from MTA learning. The day is delivered by TDK in the summer term.
- National Careers Week Assembly (Apprenticeship & T-Level Information)
- Apprenticeship assembly
- Half termly tutorial activities
- Next Steps Day careers fair

Year 10

- Apprenticeship Assembly from PETROC.
- Unifrog lessons delivered via tutor – A range of 20 minute lessons:
 - Organisations
 - Skills for work
 - Comparing jobs
 - University Vs. Apprenticeships
 - Competitive Advantage
 - Labour Market Information
- Work Experience Week – Everybody in Year 10 goes on work experience.
- Assembly – Top Jobs and Opportunities, in demand UK jobs and LMI.
- PETROC Vocational Taster Day – All pupils attend.
- University Trip offered
- All pupils write a CV during tutorial in preparation for the You're Hired Event.
- You're Hired Careers Event:
 - Pupils receive 6 workshops delivered by local business and employers covering a wide range of topics such as interview techniques and how to write a CV. Pupils wear formal business clothes for the day and it ends with a final mock interview.
- Labour Market Information Assembly.
- Apprenticeship assembly
- Support or group workshops on organising Work Experience – Dependent on pupils needs.
- National Careers Week Assembly (Apprenticeship & T-Level Information)
- Half termly tutorial activities
- Visiting Careers Advisor - 1-2-1 careers guidance

Year 11

- Sixth Form recruitment assembly.
- Sixth Form guidance interviews with a senior member of staff.
- 'Next Steps South West' assembly on Post 16 options



- Next Steps Day – Large Careers Fair with supporting tutorial lessons. This is at The Ilfracombe Holiday Park and over 40 employers/providers attend. A lot of universities also attend this event.
- Parents Evening - different Post-16 providers attend
- Exeter College visit (on application)
- Bicton College assembly (on application)
- PETROC visit – targeted
- Apprenticeship assembly
- Student ‘financial awareness’ workshop
- National Careers Week Assembly (Labour Market Information)
- National Careers Week tutorial activities
- Visiting Careers Advisor - 1-2-1 careers guidance

Sixth Form

- Several University trips throughout the year, usually:
 - Plymouth University, Cardiff University, Bath University
- Trips to the Apprenticeship Fair and UCAS Exhibition in Exeter.
- Young Enterprise Company Programme in Year 12 (by application)
- Personal Statement support via workshops from TIA staff, NSSW & Falmouth University
- Student finance workshops
- Oxbridge “aspirational talks”
- Virtual mentoring with university students
- Opportunities for virtual work experience
- University of Exeter outreach (finance/university talks)
- “Realising opportunities” programme (grades dependant)
- Sixth Form Work Experience expected of all students
- Activities during tutorial such as:
 - Use of Unifrog
 - 1-2-1 careers guidance with careers lead
 - 1-2-1 tutorial support ongoing
- Visiting Careers Advisor - 1-2-1 careers guidance
- Various NSSW workshops throughout the year on Post-18 options & Student Finance

Where can you find out more information?

If you would like to know more about Careers and work related learning or work experience in school please get in touch with Richard Vale, Head of Careers – rvale@ilfracombeacademy.uk or Allison Bird, Careers Administrator – abird@ilfracombeacademy.uk



Below are some excellent resources online designed to help young people and their parents to keep options open and make the right choices:

National Careers Service - <https://nationalcareersservice.direct.gov.uk/home>

Career Pilot - <https://www.careerpilot.org.uk/>

Unifrog - <https://www.unifrog.org/>

LMI - <http://www.lmiforall.org.uk/>

Unistats - <https://unistats.ac.uk/>

Ilfracombe Academy Sixth Form - <https://www.ilfracombeacademy.org.uk/sixth-form/>

UCAS - <https://www.ucas.com/>

Careers & Enterprise Company - <https://www.careersandenterprise.co.uk/>

Apprenticeship Support

Amazing Apprenticeships - <https://amazingapprenticeships.com>

Apprenticeship Champions - <https://amazingapprenticeships.com/champions/>

The Apprenticeship Support and Knowledge for Schools project (ASK)
-<https://resources.amazingapprenticeships.com/about-ask/>

Get My First Job - <https://www.getmyfirstjob.co.uk/>

GOV.UK Become an Apprentice - <https://www.gov.uk/apprenticeships-guide>

Not Going to Uni - <https://www.notgoingtouni.co.uk/>



UCAS -

<https://www.ucas.com/further-education/apprenticeships-and-traineeships/post-16-apprenticeships>

Hope Kindness Courage Integrity Trust Respect Responsibility Resilience

