



# Longdean School Careers Education & Guidance



## WHAT ARE WE AIMING TO DO?

- Help students make informed choices and transitions affecting their future education, training and employment.
- Promote self-awareness, self-development and personal assessment.
- Prepare young people for their working lives by enabling them to review previous transitions, their interests, aptitudes and preferred approaches to learning.
- Develop skills to prepare the students for future choices and transition.
- Develop the career management skills of decision-making, action planning and self-presentation.



## THE CAREERS PROGRAMME

We have a structured programme of Careers which takes place as specific modules during Social Science lessons, from Year 8 to Year 11. In this time we gradually build up knowledge, confidence and employability skills so that informed choices can be made and future transitions are successful.



### LESSON CONTENT in Key Stage 3

- The Real Game - A role playing game that a mix of group work and individual learning to introduce students to the link between educational achievements and the lifestyle they can lead as adults.
- Students develop an understanding of equal opportunities, decision making skills.
- Students review and improve their skills, interests and aptitudes.
- Students develop an understanding of the world of work.

### LESSON CONTENT in Key Stage 4

- Students are introduced to computer software that links their skills, aptitudes and interests to careers.
- Students research careers, looking at the required qualifications and the routes to progress.
- Students are prepared for future interviews.
- Create a CV, an Action Plan and Mock Application form ready to use and update.
- Students identify and develop key employability skills.



## SUPPLEMENTARY ACTIVITIES AND CONTACTS WITH BUSINESS

At Longdean we recognize the importance of students having regular contact with employers. In a recent BBC report it was found that if students had four or more contacts with employers before they left school they would be 86% less likely to become a Neet. "not in education, employment or training"

The findings, from the Education and Employers charity, suggest that there are many long-term benefit of links with business.

Here are the work related learning activities that we do here at Longdean School;

- **Work Shadowing**

Students in Year 9 accompany an adult to work, the aim of the day is to look at the differences between work and school and identify aspects of the job that they would enjoy.

- **CV workshop**

In Year 10 - Guest speakers from Whitbread deliver this workshop to all Year 10 students.

- **Career Talks**

All Year 10 students select 3 talks that they wish to attend. Talks are offered in virtually all career areas but if a student has a specific idea that isn't covered they are given an individual talk. These are delivered by our Youth Connexions team and local businesses.

- **Employability Skills Day**

We liaise with Connect Dacorum to provide this experience. Local employers come into school to run small groups through a morning of activities focusing on the skills that employers are looking for.

- **Work Experience**

All Year 10 students spend 1 week in the work place.

- **Pathways Day**

Year 11 students are given a series of workshops to help them with the Post 16 choices. Local colleges are invited in as well as Youth Connexions and students currently working as apprentices to explain about the Apprenticeship route. We also have workshops giving information about the Longdean sixth form and going to University. We also have a session called Looking to the Future where we invite a guest speaker from industry to raise aspirations.

- **Mock Interview Experience**

We work with BT alongside other local businesses to provide every Year 11 student with a mock interview and immediate feedback. They are also given feedback on their CV and other paperwork.

- **Youth Connexions**

We work closely with Youth Connexions to provide individual guidance interviews for all of our students.

- **Career presentations.**

In the sixth form we have set up a series of talks from employers in an attempt to broaden student's knowledge of the world of work and raise aspirations.

- **Work Opportunity week**

In Year 12 students are given the chance to spend 3 days in the workplace.

- **Sixth Form Enrichment**

Students can use this time to gain valuable work experience.

