

Careers Education Information and Guidance Programme 2024-25

At Jewellery Quarter Academy we understand the importance of preparing students for the world of work after education through the development of knowledge and skills around working life and career pathways. Accordingly, Careers Education, Information and Guidance (CEIAG) forms an integral part of our curriculum, so that we can encourage all students to consider a broad range of pathways, careers, and roles for their future, including academic, technical, and vocational options. To best support our students, our CEIAG programme starts from Year 7 and continues through to Year 11.

Working with our local partners, we aim to ensure our careers provision exceeds the needs for our students by considering Department for Education guidance, Gatsby Benchmarks, the CDI Framework and other relevant advice and guidance from appropriate bodies.

Because the labour market is ever evolving, we review our programme annually, and implement changes where necessary so that we can continue to provide the best possible guidance for our students.

Our CEIAG Programme consists of the following strands:

- Careers in the Curriculum
- Careers in Form Time
- Experiences and Encounters
- Personal Guidance

Careers in the Curriculum

Students in Years 7-11 will receive a career talk in every subject either termly or half termly, depending on how often these subjects are taught. These lessons will include:

- Facts about job roles connected to this subject – roles, responsibilities, salaries, etc.
- An example pathway to each job, highlighting different routes and qualifications needed.

In doing this, students will be exposed to dozens of jobs per year, opening their minds to the possibilities in their futures.

This strand of our provision will ensure that we are able to secure the following Gatsby Benchmarks: (1) A stable careers programme; (3) Addressing the needs of each student; (4) Linking curriculum learning to careers.

Careers in Form Time

Jewellery Quarter Academy will deliver lessons on career-building skills through our Personal Development programme. This will include a variety of information around different employability skills, and what they look like in the workplace.

The key skills to be covered are:

- Listening
- Speaking
- Problem Solving
- Creativity

- Staying Positive
- Aiming High
- Leadership
- Teamwork

This strand of our provision will ensure that we are able to secure the following Gatsby Benchmarks: (1) A stable careers programme; (2) Learning from career and labour market information; (3) Addressing the needs of each student; (4) Linking curriculum learning to careers; (5) Encounters with employers and employees; (8) Personal guidance.

Experiences and Encounters

We will seek to ensure suitable events and opportunities are available for all of our students, including, but not limited to:

- External speakers in school discussing careers and/or further and higher education
- Visits to workplaces or higher and further educators in the community
- Programmes such as 'Aim Higher' which seek to raise student ambitions and open pathways to further and higher education
- Careers Fairs
- National Careers Week and National Apprenticeship Week experiences
- Work Experience Week, which is normally done for Year 10s in the Summer Term.
- Other additional programmes as they are offered, such as university or employer outreach programmes, typically offered to students in Year 10 and 11.

This strand of our provision will ensure that we are able to secure the following Gatsby Benchmarks: (1) A stable careers programme; (2) Learning from career and labour market information; (3) Addressing the needs of each student; (5) Encounters with employers and employees; (6) Experiences of workplaces; (7) Encounters with further and higher education.

Personal Guidance

In Year 11 we will ensure that students have access to a qualified careers advisor to discuss their next steps. This will support students in target setting during these crucial years and reduce the risk of students leaving us to be not in education, employment or training ('NEET').

This strand of our provision will ensure that we are able to secure the following Gatsby Benchmarks: (1) A stable careers programme; (3) Addressing the needs of each student; (8) Personal Guidance.

Year	Autumn Term 2024	Spring Term 2025	Summer Term 2025
7	<p>Form/PHSE/PD Time – Developing skills and aspirations</p> <p>KPMG session – Week commencing 4th of November</p>	<p>Assemblies – National Apprenticeship Week, Careers Week and British Science Week.</p> <p>National Apprenticeship Week – 10th to 16th February 2025</p> <p>Careers Week – 3rd to 8th March 2025</p> <p>British Science Week – 7th to 16th March 2025</p>	<p>Form/PHSE/PD Time – Financial decision making</p> <p>The Big Bang Fair (STEM) - June 2025</p>
8	<p>Form/PHSE/PD Time – Community and careers</p> <p>KPMG session – Week commencing 4th of November</p>	<p>Assemblies – National Apprenticeship Week, Careers Week and British Science Week.</p> <p>National Apprenticeship Week – 10th to 16th February 2025</p> <p>Careers Week – 3rd to 8th March 2025</p> <p>British Science Week – 7th to 16th March 2025</p>	<p>Form/PHSE/PD Time – Digital literacy</p> <p>The Big Bang Fair (STEM) - June 2025</p>
9	<p>Form/PHSE/PD Time – Setting goals</p> <p>Opportunity Day 1 – GCSE taster days including careers in the subject.</p> <p>HSBC trip</p> <p>KPMG session – Week commencing 4th of November</p>	<p>Options Assembly and Evening – GCSE options</p> <p>Assemblies – National Apprenticeship Week, Careers Week and British Science Week.</p> <p>National Apprenticeship Week – 10th to 16th February 2025</p> <p>Careers Week – 3rd to 8th March 2025</p> <p>British Science Week – 7th to 16th March 2025</p>	<p>Form/PHSE/PD Time – Employability skills</p>
10	<p>Form/PHSE/PD Time – Financial decision making</p> <p>Goldman Sachs Workshop – Friday 8th of November</p>	<p>Opportunity Day 2 – University visit.</p> <p>Assemblies – National Apprenticeship Week, Careers Week and British Science Week.</p> <p>National Apprenticeship Week – 10th to 16th February 2025</p> <p>Careers Week – 3rd to 8th March 2025</p> <p>British Science Week – 7th to 16th March 2025</p> <p>Work Experience – Work experience assembly and workshop</p> <p>1-2-1 interviews – Careers advisor to discuss next steps, working with Connexions.</p>	<p>Form/PHSE/PD Time – Work experience</p> <p>Opportunity Day 3 – Work experience workshops</p> <p>1-2-1 interviews – Careers advisor to discuss next steps, working with Connexions.</p> <p>Work Experience Week – Commencing 7th of July till 11th of July</p>

11	<p>Form/PHSE/PD Time – Next steps</p> <p>Post 16 information Evening – Information for parents and post-16 career fair</p> <p>Post 16 Assemblies – Colleges and apprenticeships explained</p> <p>Opportunity 1 – Post-16 courses explained and application sessions.</p> <p>1-2-1 interviews – Careers advisor to discuss next steps, working with Connexions.</p>	<p>Post 16 Assemblies – Colleges and apprenticeships explained</p> <p>1-2-1 interviews – Careers advisor to discuss next steps, working with Connexions.</p> <p>Assemblies – National Apprenticeship Week, Careers Week and British Science Week.</p> <p>National Apprenticeship Week – 10th to 16th February 2025</p> <p>Careers Week – 3rd to 8th March 2025</p> <p>British Science Week – 7th to 16th March 2025</p>	<p>Careers and progression advice on GCSE results day – Thursday 21st August 2025</p>
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