



The Holy Cross School - Careers Programme

This summary has been developed for students and parents/careers to provide a brief summary of careers provision in each year. There are four key themes that build up further each year - Know Yourself, Explore Options, Get Focused and Take Action. Further details can be found in the Careers Policy - or speak to your Tutor, Head of Year or the Careers Adviser.



Know Yourself



Explore Options



Get Focused



Take Action

Year 8

- Identify your skills and interests
- PSHE lessons
- 1:1 guidance for SEN students

- Research using iCould
- Speakers, workshops and assemblies
- Use Careers Google Classroom for resources

- Identify areas of interest and how to explore them
- Identify job/career interests using Start

- Gain early experience
- Employability skills e.g. communication
- Join clubs and societies

Year 9

- Group career interviews
- Self assessment
- PSHE lessons
- 1:1 for SEN

- Use Kudos tool to explore options
- Speakers/workshops
- Google Classroom

- Year 9 Choices evening and booklet
- Explore volunteering
- Continue to complete Start modules

- Gain early experience
- Employability skills
- Make GCSE choices

Year 10

- 1:1 for all students with Careers Adviser
- PSHE lessons
- 1:1 for SEN

- Continue to use Kudos to explore options
- Speakers/workshops
- Google Classroom

- Create an action plan in Start
- Explore apprenticeships and alternatives

- Gain early experience
- Employability skills
- Volunteering

Year 11

- 1:1 for students exploring options beyond 6th form
- PSHE lessons
- 1:1 for SEN

- Continue to use Kudos to explore options
- Visit to a career fair
- Speakers/workshops
- Google Classroom

- Progress and update action plan in Start
- Apprenticeship application support

- Make A-level choices
- Apprenticeship or alternative pathway applications
- NCS Volunteering

Sixth Form

- 1:1 for all students
- Personal statement booklet
- PSHE lessons
- 1:1 for SEN

- Choices booklet
- Career fair
- Apprenticeship fair
- Speakers/workshops
- Google Classroom

- UCAS, Which? and Higher Ideas
- Apprenticeship booklet
- Oxbridge booklet/visit

- Young Enterprise
- NCS Volunteering
- UCAS applications
- Interview practice
- Job applications
- Work experience



"I enjoy and I am good at what I do."



"I am exploring options for my future."



"I am making the right decisions for me."



"I am taking action to make it happen!"



Year 8 students ...

- ▶ Start to understand the world of work using resources like iCould, BBC Bitesize and Start.
- ▶ Gain a better understanding of their strengths, achievements and weaknesses to evaluate how these might inform future choices in learning and work.
- ▶ Explore the full range of 14-19 opportunities for progression.
- ▶ Understand some of the qualities, attitudes and skills needed for employability and start to build employability skills through early experience and extra-curricular clubs, societies and volunteering.
- ▶ Key Stage 3 provision is through PSHE classes and tutor group sessions, as well as assemblies.
- ▶ Students with a SEN receive 1:1 meetings with the Careers Adviser and this is optional for all other students on their request.



Year 9 students ...

- ▶ Use the Kudos tool to explore job and career options in more depth and the potential pathways to achieving these.
- ▶ Gain a better understanding of their strengths, achievements and weaknesses to evaluate how these might inform future choices in learning and work.
- ▶ Explore the full range of 14-19 opportunities for progression.
- ▶ Continue to some of the qualities, attitudes and skills needed for employability and start to build employability skills through early experience and extra-curricular clubs, societies and volunteering.
- ▶ Key Stage 3 provision is through PSHE classes and tutor group sessions, as well as assemblies.
- ▶ All students have access to a group session with the Careers Adviser.
- ▶ Students with a SEN receive 1:1 meetings with the Careers Adviser and this is optional for all other students on their request.
- ▶ Students and parents/carers should attend the Year 9 Choices evening and use the supporting booklet to make GCSE choices during Spring term.



Year 10 students ...

- ▶ All students meet individually with the Careers Adviser.
- ▶ Enhance their self-knowledge, career management and employability skills through PSHE classes and tutor group sessions, as well as assemblies, speakers and workshops.
- ▶ Use the Kudos careers tool and other sources of advice to investigate and explore future choices and progression routes.
- ▶ Receive guidance on a range of post-16 options and careers advice and support networks that they can use to plan and negotiate their career pathways. Options may include A-Levels, apprenticeships and alternative pathways.
- ▶ Are provided with the resources to complete the post-16 application procedures, including CVs, personal statements, and preparation for interview.
- ▶ Use the Start tool to produce a challenging but realistic plan for their future learning and work, by relating their abilities, attributes and achievements to the goals they have set themselves.



Year 11 students ...

- ▶ Individual meeting with the Careers Adviser for students exploring options beyond 6th form and students with a SEN, optional for all other students on their request.
- ▶ Enhance their self-knowledge, career management and employability skills through PSHE classes and tutor group sessions, as well as assemblies, speakers and workshops.
- ▶ Use the Kudos careers tool and other sources of advice to investigate and explore future choices and progression routes.
- ▶ Visit a careers fair to explore a wide range of career and educational pathways.
- ▶ Receive guidance on a range of post-16 options and careers advice and support networks that they can use to plan and negotiate their career pathways. Options may include A-Levels, apprenticeships and alternative pathways.
- ▶ Are provided with the resources to complete the post-16 application procedures, including CVs, personal statements, and preparation for interview.
- ▶ Make A-level choices and apply to sixth form.
- ▶ Apply for apprenticeship or alternative pathways.
- ▶ Continue to use the Start tool to track their plan and complete learning modules.



Sixth Form students ...

- ▶ All students meet individually with the Careers Adviser and get tailored advice and guidance for their desired career choices.
- ▶ Enhance their self-knowledge, career management and employability skills through PSHE classes and tutor group sessions, as well as assemblies, speakers and workshops.
- ▶ Gain experience through applying for and completing a work placement, NCS Volunteering and Young Enterprise scheme.
- ▶ Explore choices after 18 using the Choices Booklet. Visit a careers fair to explore a wide range of career and educational pathways.
- ▶ Potential university applications get support through:
 - ▶ University choices using UCAS, Which? and Higher Ideas
 - ▶ Open days and taster courses.
 - ▶ UCAS registration, personal statements (booklet and review support), applications, offer and clearing.
 - ▶ Optional visit to Oxbridge event, Oxbridge booklet and interview preparation.
- ▶ Potential apprenticeship applicants get support through:
 - ▶ Apprenticeship programme and booklet.
 - ▶ Optional visit to Apprenticeship event.
 - ▶ Apply for apprenticeship or alternative pathways.
- ▶ Students entering work get support with job applications and interview practice.