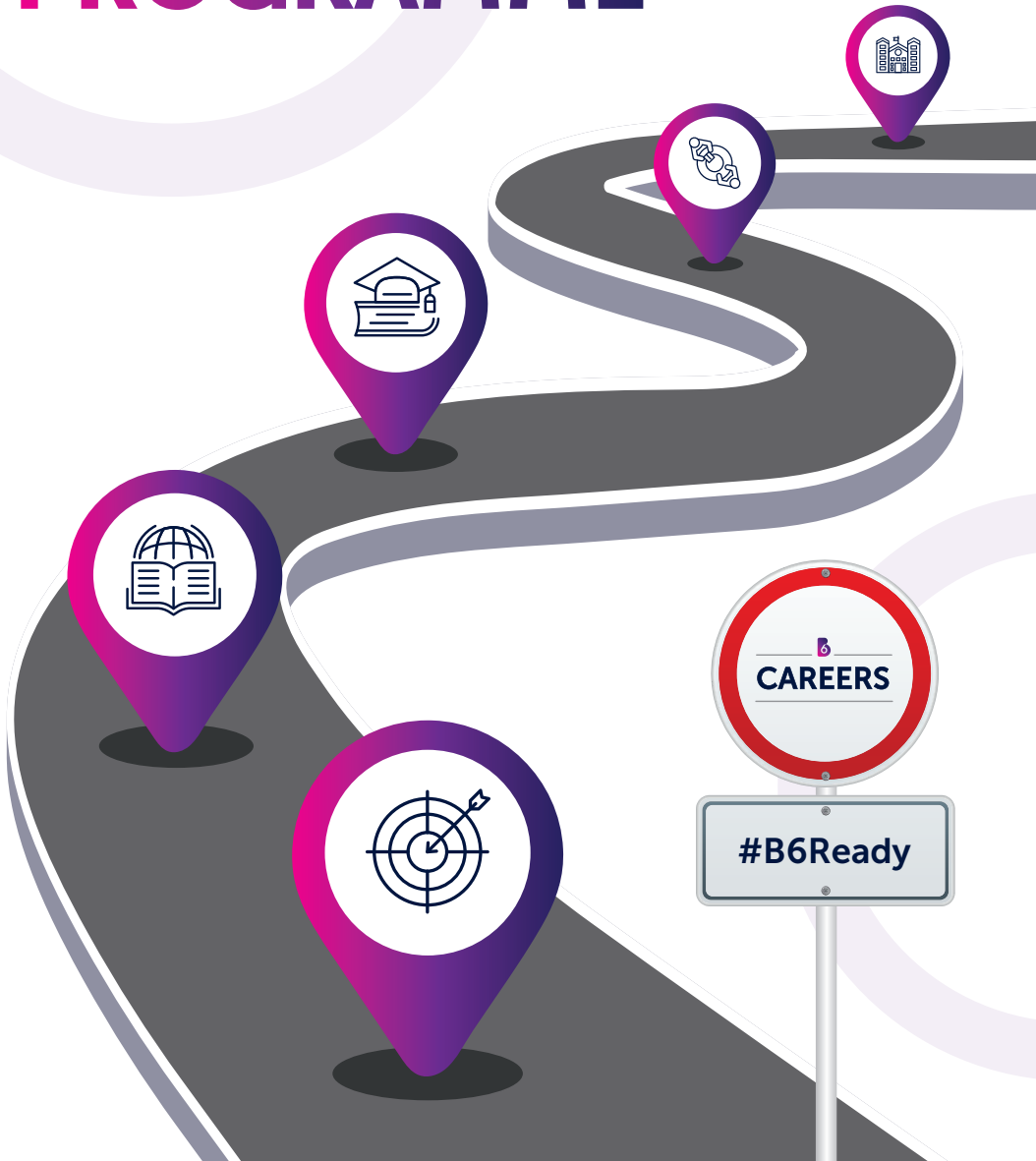


CAREERS PROGRAMME



CAREERS TEAM

Jill Whitham, Paul Fenner, Emily Dover, Chris Taylor-Hedley and Sophia Harper

Our highly experienced and dedicated careers team is on hand to provide specialist careers advice and guidance to students throughout the year. We organise a number of career directed events each year where students have the opportunity to attend workshops, receive one-to-ones and participate in seminars from a variety of universities, employers and alumni.

'Career describes our journey through life, learning and work. We need to actively develop our careers to make the best of them. This process of career development takes skill as well as knowledge and the right attitude.'
(The Career Development Institute, (CDI) 2021)

Our careers programme is designed to embed the career development skills set out within the CDI's Career Development Framework. Its purpose is to support all students in the planning of their career, so that they leave The Sixth Form with the skills, knowledge and confidence needed for the next step of their career journey.

We provide students with multiple opportunities to:

- Develop self-awareness of their skills, strengths and interests in relation to higher education and career options.
- Research their career ideas and HE goals.
- Engage with employers, universities and apprenticeship providers.
- Understand labour market information and its impact on the choices that they make.
- Develop and identify key employability skills so that they have the confidence to demonstrate these during the recruitment process, both for employment and university places.
- Explore enrichment opportunities outside of the curriculum.

As a Sixth Form we actively encourage parents and carers to support their son/daughter with their career planning and exploration. Our website contains a range of online careers resources to facilitate this support and as a Sixth Form, we host a number of parents and carers events during the academic year, which provide further information on post-sixth form progression options.

Gatsby Benchmarks

In 2017, The Government published a new National Careers Strategy. The aim of this strategy was to raise the aspirations of all young people and improve social mobility, by ensuring all students have access to a quality careers programme. The quality of this programme is measured against 8 Gatsby benchmarks:

1. A stable careers programme.
2. Learning from career and labour market information.
3. Addressing the needs of each pupil.
4. Linking curriculum learning to careers.
5. Encounters with employers and employees.
6. Experiences of the workplace.
7. Encounters with further and higher education.
8. Personal guidance.

Further details of the National Careers Strategy and Gatsby Benchmarks can be found at www.gatsby.org.uk.

The Sixth Form Bolton was the first college in Greater Manchester to meet the 8 Gatsby benchmarks and we work hard to ensure our careers programme meets the needs of all our students and provides them with many opportunities to acquire career development skills. How we achieve this is set out in the following pages.



YEAR 12 CAREERS PROGRAMME

THROUGHOUT ACADEMIC YEAR

WHAT / HOW

Within each subject area, students are provided with numerous opportunities to explore a range of careers and labour market information, in relation to their subject(s) and career aspirations.

This includes guest speakers from higher education and employment as well as, trips which give students experiences of a variety of workplace settings.

WHAT / HOW

1:1 Guidance appointments with our team of qualified careers advisers.

Students can visit the Careers Hub on the ground floor to book an appointment or email careers@bolton-sfc.ac.uk.

WHAT / HOW

Opportunities for work experience.

Specific work experience weeks for A Level and BTEC students are set out in the academic calendar. Students can also get involved in the other work-related activities that we hold during the academic year, such as Workplace 'Safaris' and Live Project Briefs.

WHAT / HOW

Subject specific academies, such as The Science Academy, Futures Academy and Policing Academy.

Available across different departments, in relation to student's subject areas and career aspirations.

WHAT / HOW

Enrichment activities, such as volunteering, Student Council, Debating Society and First Aid.

Students are actively encouraged to sign up to the many enrichment activities available at the Sixth Form. Students are provided with details of these activities at enrolment. An enrichment day takes place during the Autumn term, providing students with a 'taster' of the enrichment activities on offer.

WHAT / HOW

Professional Growth Programme

At enrolment students sign up to a chosen career pathway that aligns to their career aspirations. As part of this, students will undertake a Professional Growth Programme, which combines a range of online activities and live employability sessions, which will help them develop the key skills and knowledge needed to pursue their career pathway.

AUTUMN TERM

WHAT / HOW

Career Pathways

Information on student career goals and intended destinations is gathered to identify key trends and gaps in careers provision and to help us plan career enrichment activities.

WHAT / HOW

Students are made aware of the careers support available and how to book a careers appointment.

Shown introduction video from careers team via tutor groups.



WHAT / HOW

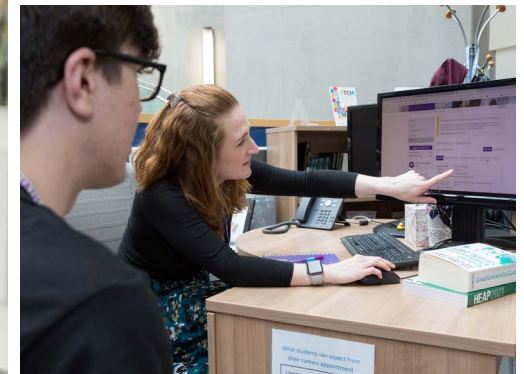
Careers service promoted to parents/carers as part of Welcome Evening events (September).

Presentation provides overview of the support provided by the Careers Team, including information on the World of Work Programme, industry placements and work experience.

WHAT / HOW

Eligible students are provided with information about a range of Widening Participation Programmes, such as The Manchester Access Programme, Lancaster Access Programme, MMU First Generation Scheme, The SMF Aspiring Professionals Programme.

These are promoted via the Careers TEAMS platform and guest speakers from these programmes deliver information sessions about the programme content and how to apply.



SPRING TERM

WHAT / HOW

Operating Theatre Live

An immersive experience of what it is like to work within an operating theatre. Students have the opportunity to 'operate' on a selection of animal parts.

WHAT / HOW

Careers and HE Day,
(National Careers Week)

Students have the opportunity to attend a selection of career insight talks and university taster lectures. A careers and HE marketplace is available throughout the day, for students to access information on university and employment options.

WHAT / HOW

'Be Kind': Challenging Stereotypes

In tutor group, students explore the impact of stereotyping across different groups within society, including how career planning can be impacted by attitudes to stereotyping.



SUMMER TERM

WHAT / HOW

Parents HE Information Evening

Guest presenters of HE institutions provide parents with information on University life, UCAS and student finance.

WHAT / HOW

'Be Skilled': Employability Skills Session

Delivered in tutor groups, students explore the many transferable/'soft' skills which are valued by employers and identify opportunities to develop these.

WHAT / HOW

'Be Prepared': Finance, Budgeting and Fraud

Delivered in tutor group, this session raises awareness of the importance of managing finances, including the importance of this at university and/or when in employment.

WHAT / HOW

'Be Skilled': Debate Week

Students develop oracy skills through student-led discussions within tutor group. Developing key communication and presentation skills, valued by employers and universities alike.

WHAT / HOW

Career Planning: Routes, options, open days and UCAS

Students begin to research and plan their post-sixth form options within tutor group, including universities and higher/degree level apprenticeships.

WHAT / HOW

Tutor Group - UCAS sessions

Students begin to complete the UCAS application process during the final tutor groups of the summer term, including draft writing of their UCAS personal statement.



YEAR 13 CAREERS PROGRAMME

THROUGHOUT ACADEMIC YEAR

WHAT / HOW

Within each subject area, students are provided with numerous opportunities to explore a range of careers and Labour Market Information, in relation to their subject(s) and career aspirations.

This includes guest speakers from higher education and employment as well as trips which give students experiences of a variety of workplace settings.

WHAT / HOW

1:1 Guidance appointments with our team of qualified careers advisers.

Students can visit the Careers Hub on the ground floor to book an appointment.

WHAT / HOW

Industry Placements for specific BTEC groups.

Students studying BTEC Science, IT or Business have the opportunity to take part in a 350-hour placement programme. This allows them to spend two days per week on placement within a sector of their choice.

WHAT / HOW

Enrichment activities, such as volunteering, Student Council, Debating Society and First Aid.

Students are actively encouraged to sign up to the many enrichment activities available at the Sixth Form. An enrichment day takes place during the Autumn term, providing students with a 'taster,' of the enrichment activities on offer.

WHAT / HOW

Professional Growth Programme.

At enrolment students sign up to a chosen career pathway that aligns to their career aspirations. As part of this, students will undertake a Professional Growth Programme, which combines a range of online activities which will help them develop the key skills and knowledge needed to pursue their career pathway.

WHAT / HOW

Apprenticeship Academy

Students who have expressed an interest in securing a degree apprenticeship, can sign up for additional advice and support via our Apprenticeship Academy. Including application support, mock interviews and assessment centre preparation.

WHAT / HOW

1:1 interview preparation and support.

Students can book appointments with the careers team to practice for both university admissions interviews and apprenticeship/employment interviews.



AUTUMN TERM

WHAT / HOW

Updated Intended Destination Data is used to inform our second year careers programme.

This is extrapolated via tutor groups.

WHAT / HOW

Degree Apprenticeship - Parents Information Session.

Online information session, providing parents with information on Degree Apprenticeships.

WHAT / HOW

UCAS, Personal Statements, Apprenticeships and progression pathways.

The focus for second-year students in tutor groups is to ensure a plan is in place for the end of sixth form. Students receive support and guidance from progress tutors with the completion of their UCAS applications and applications for jobs and apprenticeships.

WHAT / HOW

1:1 Personal Statement Support.

A range of university admissions experts provide 1:1 appointments to offer advice on personal statements. This runs in conjunction with and compliments the personal statement support provided by the Sixth Form tutors and the careers teams.



SPRING TERM

WHAT / HOW

1. Personal Budgeting and Managing your Finances.
2. Student Finance and Accessing Bursary Schemes.
3. Progression Routes.

Delivered in tutor group, this session raises awareness of the importance of managing finances, including the importance of this at university and/or when in employment. The second session looks specifically at the student finance system as well as the student scholarship/bursary landscape.

WHAT / HOW

Transition Support.

In tutor group, the focus moves to progression and ensuring students have plans in place for when they leave The Sixth Form.

SUMMER TERM

WHAT / HOW

University ready, bank accounts and costs of being a student/apprentice.

During tutor group, students are supported to ensure they have everything place to be 'university or apprenticeship ready.'



CAREERS PROGRAMME

#B6Ready

FOLLOW US ON SOCIAL MEDIA

@thesixthformb6

