

- Access to START and Unifrog – 2 software programmes where they (and you) can among others things explore careers, employability skills, CV writing and future destinations.
- The opportunity to meet with employers every year through lunchtime and after school talks and different dedicated year group activities.
- The opportunity to link what they learn in their subjects to how this applies in the world of work
- Access to meet with the Careers Lead, Careers Advisor and Sixth Form Careers Advisor at any time throughout the year for advice, information and guidance
- Ability to use the well-resourced Careers library available to them in the LRC.

(Page 1 material as from the website)

Each student participates in their exiting year Careers programme and is supported additionally if needs be (eg – Year 9 Networking Events where students interview employers have their support mechanisms maintained). Every SEND student will have careers interviews with their mentors throughout their time at UHS with a record of the Careers Proforma questionnaire used in their annual review. It will be accessible for students/parents/carers. The student and their mentor will use this in-between the meetings to progress career aspirations and establish realistic goals, progress and pathways.

Currently, each year group has the following numbers of students with an EHC Plan

Year 7	3 students
Year 8	3 students
Year 9	3 students
Year 10	4 students
Year 11	6 students
Year 12	3 students
Year 13	2 students

Each student with an EHCP has a scheduled annual review date. To support this annual review the following additional careers support will be provided with their mentor present also to provide ongoing support;

- Year 7 students will have one careers interview at the start of summer B term after the whole year group careers activities have been introduced and completed
- From Year 8 each student will have a careers meeting with the careers advisor and their mentor at the start of each term. Actions will be supported and reviewed termly by the mentor.
- Proformas will be completed and updated at each meeting and be readily accessible and will continue on throughout their time at the school.
- Each student will have 3 direct careers interviews/discussions a year and 1 more with their mentor in advance of annual review.
- Each student will have a careers information update report informing their annual review and this will make reference to:
 - Year 7: The careers programme in Year 7 and looking ahead to the significance of a 3-Year GCSE programme at UHS
 - Year 8: The careers linked to their chosen subjects at this transition point, the young person's aspirations and next steps needed to achieve further education or employment
 - Year 9: The careers linked to their chosen subjects at this transition point, the young person's aspirations and next steps needed to secure further education or employment.
 - Year 10: The careers linked to their chosen subjects, the young person's aspirations and next steps needed to fulfil entry requirements for possible further study or employment.
 - Year 11: The careers linked to their chosen subjects, the young person's aspirations and next steps needed to fulfil entry requirements for possible further study or employment with achievable career pathways or stepping stones routes if required to ensure career success.

Additionally

- Work experience for the SEND EHCP Year 11 students will be reviewed and if necessary discussed with their parents/guardians to ensure they have a placement, they do complete it and have work place exposure
- Work shadowing for the SEND EHCP Year 12 students will be reviewed and if necessary discussed with their parents/guardians to ensure they have a placement, do complete it and have work place exposure
- Year 11-13 SEND EHCP students will have a careers adviser/lead in their annual review meeting to participate and advise on their next steps and journey into the world of work.

Questionnaire for the Careers Interview conducted by the Careers department with the student and mentor. This will feed into the EHCP Annual Review. (Proforma to be completed in Shared Area).

1. What would you like to do or achieve in the future? (Such as learning a new skill, getting involved with different activities, taking up a new hobby or what job you would like to do when you leave school or college).
2. What do you do well in at the moment? Strengths? Weaknesses?
3. What would you like to get better at?
4. What do you enjoy at school/college or about your training/apprenticeship?
5. What do you find most difficult?
6. What do you think your school/teachers could do to help you?
7. What can you do to support your own careers learning? Attend Lunch and Learn? Explore START Software? Volunteering?
8. Are you worried about anything? If you are worried, who can you talk to?
9. Is there anything new you would like to learn over the next year?

In addition, this update will provide details of what careers activities they have participated in within or outside the curriculum during this academic school year.

Marion Lyons - Careers Lead

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Review Date **1 December 2020**