

23rd February 2021

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A University of Kent Academies Trust School

Dear Parent/Carers

The Careers Programme at Chatham Grammar

In order to ensure our students enjoy high quality career guidance and experiences, we have embedded a careers programme within all aspects of academy life. This programme is designed to provide the students with a careers programme that will support them throughout their education and into their future career pathways.

- All students have access to Unifrog a complete destinations platform, a one-stop-shop for whole-school careers guidance. The aim is to provide the best opportunities, information and guidance.
- A range of events are in place to help students gather information about pathways and providers

The Programme

Year 7 and 8	<ul style="list-style-type: none"> • Career related topics within Personal Tutoring times to focus on employability skills, career options and pathway planning • Student career newsletter clubs • Career related competitions and events • Introduction to a range of professionals sharing their career experiences
Year 9	<ul style="list-style-type: none"> • PSHE programme focusing on Options, 16+ pathways • Career related topics within Personal Tutoring to focus on employability skills, career options and pathway planning.
Year 10 and 11	<ul style="list-style-type: none"> • PSHE programme focusing on Post 16/18 pathways • Personal Tutoring supporting their use of Unifrog, employability skills and career planning • Virtual work experience module • 2x 1:1 Careers appointment providing information, advice and guidance
Year 12 and 13	<ul style="list-style-type: none"> • PSHE programme focuses on Post-18 pathways and applications, including student finance • A range of trips and events are in place to help students gather information about pathways and providers

	<ul style="list-style-type: none"> • Access to Employment, College, Apprenticeship and University virtual open events • Career related programme with University of Kent • All students in Year 12 and Year 13 are encouraged to find work experience. Support is on hand to ensure students find high quality placements that reflect their ambitions • 1:1 Careers appointment providing information, advice and guidance
All	<ul style="list-style-type: none"> • Complete access to Unifrog • Local Labour market information used to make informed decisions about future careers • Outside speakers invited into school to discuss options or students visit pathway specific events to gather information

In addition, we provide support, guidance and advice tailored to individual student's needs, these are identified by the Personal Tutor, Head of Year, SENCO and Careers Advisor.

Every subject department seeks to integrate employability skills and subject specific employability routes into their curriculum.

STEM liaison ensures a range of activities, trips and events to engage students.

We provide a range of opportunities to provide students with valuable encounters with employers and employees including assemblies, career workshops and meet the professional events.

Further information is available on our careers page:

<https://www.chathamgrammar.org.uk/careers>

Careers Staff

Year 7-11 - Miss Paula Knight: paulaknight@universityofkentacademiestrust.org.uk

Post 16 - Mrs Sharon Murphy: sharonmurphy@universityofkentacademiestrust.org.uk

Independent Careers Advisor: Rosy Taylor

Yours sincerely



Miss Paula Knight

Career Coordinator

OUR COMMITMENT TO YOUR PRIVACY

From time to time we may use your personal information to communicate newsletters or marketing information about events, products and services offered by the school which we feel are relevant to you. We will communicate marketing information to you on the basis of "legitimate interest" due to your current relationship with the school. You will find further information about how we use your personal information in our Data Privacy Notice by visiting <http://www.chathamgirlsgrammar.medway.sch.uk/privacy-parents/>. Should you wish to opt out of receiving these communications at any time you can do so by contacting the school office via email: officeCG@universityofkentacademiestrust.org.uk