

Friday 15<sup>th</sup> October 2021



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Academy Principal

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A University of Kent Academies Trust School

Dear Parent/Carers

## Careers Programme

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 students with a careers offer that will support them throughout their education and into their future career pathways.

Below there is a list of the range of experiences and support available for all year groups as well a table with the tailored activities for year groups. 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.
- Local Labour market information used to make informed decisions about future careers.
- Outside speakers invited into the academy to discuss options or students visit pathway specific events to gather information.

Year 7 and 8	<ul style="list-style-type: none"><li>• Career related topics within Personal Tutoring times (PT) to focus on employability skills, career options and pathway planning</li><li>• Student career newsletter clubs</li><li>• Career related competitions and events</li><li>• Introduction to a range of professionals sharing their career experiences</li><li>• Student career ambassadors</li></ul>
Year 9	<ul style="list-style-type: none"><li>• PSHE programme focusing on Options, 16+ pathways</li><li>• Career related topics within Personal Tutoring (PT) to focus on employability skills, career options and pathway planning.</li><li>• Enterprise module within Leadership</li><li>• Business mentors</li></ul>
Year 10 and 11	<ul style="list-style-type: none"><li>• PSHE programme focusing on Post 16/18 pathways</li><li>• Personal Tutoring (PT) supporting their use of Unifrog, employability skills and career planning</li><li>• Year 10 work experience 25<sup>th</sup> - 29<sup>th</sup> April 2022</li><li>• 2x 1:1 Careers appointment providing information, advice and guidance</li></ul>

<p>Year 12 and 13</p>	<ul style="list-style-type: none"> <li>• Core programme focuses on post-18 pathways and applications, including student finance</li> <li>• A range of trips and events are in place to help students gather information about pathways and providers</li> <li>• Access to Employment, College, Apprenticeship and University virtual open events</li> <li>• Career related programme with University of Kent</li> <li>• 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</li> <li>• 1:1 Careers appointment providing information, advice and guidance</li> <li>• World of work (WOW workers) paid work for 16 hours a month</li> </ul>
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In addition, we provide support, guidance and advice tailored to individual student's needs, these are identified by the Personal Tutors, Assistant Principals, the SENCo and the 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 - Paula Knight: [paulaknight@universityofkentacademiestrust.org.uk](mailto:paulaknight@universityofkentacademiestrust.org.uk)

Post 16 - Sharon Murphy: [sharonmurphy@universityofkentacademiestrust.org.uk](mailto:sharonmurphy@universityofkentacademiestrust.org.uk)

Independent Careers Advisor- Rosy Taylor

Yours sincerely



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](mailto:officeCG@universityofkentacademiestrust.org.uk)