



Ilford County High School

Careers Education & Guidance & Provider Access

(Autumn 2020)

The adoption of this policy was approved by the Governing Body on:	8 th October 2020
Signed by the Chair of Governing Body:	
Next review date for this policy:	Autumn 2021

Careers Education and Guidance



At Ilford County High School we have an embedded programme of career education and guidance that will enable our students to make well-informed decisions about their next step beyond our school. Below outlines some of the careers education and guidance we offer through our Personal Development and Well-being curriculum in Years 7 to 13 and VESPA in the sixth form. We also offer more personalised careers guidance through our school careers advisor as well as working closely with PwC, Prospects and Barclays Life Skills.

Personal Development and Wellbeing

As part of our Personal Development and Wellbeing Programme students take part in careers based programmes of study:

Year 7	Personal development education includes sessions exploring how to build relationships and deal with transitions, to help cope with new environments in the future.
Year 8	Personal development education includes sessions exploring how to cope with stress to help pupils deal with the realities of the working world.
Year 9	Personal development includes sessions exploring different forms of employment, employment law, options beyond sixth form and financial responsibility.
Year 10	Personal development includes sessions exploring transitions as people leave school and how to cope with these changes as well as teaching about society wide debates to prepare them to be leaders within society.
Year 11	Personal development includes sessions exploring skills employers might seek, how to find employment, interview skills and how to navigate conflict within the workplace.
Sixth Form	In sixth form, personal development will explore a range of topics, including how to find employment, how to stand out from other candidates, options after school and how to navigate difficult situations in the workplace.

Year 11

All Year 11 students at Ilford County have the opportunity to take part in a two-week work experience programme giving them a first-hand experience of a workplace and allowing them to explore future career opportunities.

Sixth Form

Sixth Form students will receive support and guidance with their future pathways. This includes the options of University via UCAS, apprenticeships or employment in which they receive targeted individual support and guidance. Days are also allocated for skills training and CV writing. We also help to organise relevant work experience for students in our sixth form.

Year 12 Volunteering Programme

All students within year 12 will sign up to a 12 hour volunteering programme that they must complete by the end of the year. The aim of the programme is to provide students with the opportunities to gain experience in different fields of work, centred around the development of the following ten skills:

1	Verbal communication skills	6	Problem-solving skills
2	Strong work ethic	7	Written communication skills
3	Teamwork skills (work well with others)	8	Interpersonal skills (relates well to others)
4	Analytical skills	9	Computer skills
5	Initiative	10	Flexibility/adaptability

The school has an agreed partnership with the following organisations:

Mossford Green Primary School
Fullwood Primary School
Parkhill Primary School
Gilbert Colvin Primary School
Redbridge Alternative Provision

Team Up
Barking Havering and Redbridge Hospitals
Barnardos

In Year 13 students are introduced to guest speakers who can advise them about the process of university admissions and talk about life as a student. We have previously had representatives from both Bath and Aberdeen Universities as well as speakers from Student Finance. Furthermore we advertise taster days, open days, lectures and other experiences offered by universities. We also seek to bring in subject specific speakers to talk about careers within a chosen field, as well as advertising virtual experiences and seminars taking place online.

This year we provided the Y13s with virtual UCAS packs which included help for personal statement writing, deadline reminders and overall guidance with their applications. We also aim to send out information weekly via email to all students. This incorporates external opportunities as well as internal information.

Careers & pathway clinics

All students will have the opportunity to attend weekly clinics to discuss potential pathways, where unknown, and to enhance their knowledge and understanding of the various pathways where they are identified. The clinics will provide access to professionals, within their chosen field, to support the application and interview processes to university, apprentice or employment.

Medicine and Dentistry

For students looking at a career in Medicine or Dentistry we offer a range of support and guidance. We help support students' applications by arranging visits from SAMDA, academics and ICHS Alumni to give advice regarding applications.

Additional Information

If you require any additional information regarding our Careers Programme please do not hesitate to get in touch using the contact details below. We review our programme annually (next review date September 2021). The impact of the programme is assessed through PSHEE feedback, Student Voice and destination information.

School Careers Leader
Miss S Hennessy

Contact Email Address
enquiries@ichs.org.uk

Contact Telephone Number
020 8551 6496



Policy Statement on Provider Access

This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through option events, assemblies and group discussions and taster events;
- To understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

A provider wishing to request access should contact, the school Office Team Lead in the first instance:

ICHS School Office
Office Team Lead

Contact Email Address
enquiries@ichs.org.uk

Contact Telephone Number
020 8551 6496

Opportunities for access requests

A number of events that are integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers. Please speak with us to identify the most suitable opportunity for you.

Year 8	<ul style="list-style-type: none">• Year 8 Curriculum Evening• KS3/4 Options Event	<ul style="list-style-type: none">• Assembly & tutor group activities
Year 9	<ul style="list-style-type: none">• KS4 Options Event	<ul style="list-style-type: none">• Assembly & tutor group activities
Year 10	<ul style="list-style-type: none">• Year 10 Curriculum Evening• Targeted Careers education	<ul style="list-style-type: none">• Assembly & tutor group activities
Year 11	<ul style="list-style-type: none">• Post 16 / Sixth Form Information Evening• Personal development• Targeted Careers education	<ul style="list-style-type: none">• Post 16 Taster Sessions• Assembly & tutor group activities•
Year 12	<ul style="list-style-type: none">• VESPA• Small group sessions; future education, training and employment	<ul style="list-style-type: none">• Assembly & tutor group activities• Careers Fair• Volunteering programme
Year 13	<ul style="list-style-type: none">• VESPA• Small group sessions; future education, training and employment	<ul style="list-style-type: none">• Assembly & tutor group activities• Careers Fair

Premises and Facilities

The school will make rooms available to providers as appropriate for the agreed activities. The school will also make available AV and other specialist equipment to support provider presentations. This will be discussed and agreed in advance of the visit with the SLT School Careers Leader or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature to be shared with students through the LRC.

We review our Policy Statement on Provider Access annually (next review date September 2021)