



St Mary Magdalene Academy

**The Courtyard**

# **THE COURTYARD**

## **Careers Programme 2021-2022**

The Courtyard aims to offer an outstanding educational and social provision that will equip our students with the skills and experiences needed to discover and live out their potential.

Approval Committee:	Full Governing Body
Author/responsible person:	Elena Vidal
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Required to publish on website?	Yes
Statutory?	Yes

## St Mary Magdalene Academy: The Courtyard School Careers Programme

St Mary Magdalene Academy is committed to providing students with high quality, independent and personalised advice and guidance with regards to careers, further and higher education and future life choices.

### Careers Team Details:

The Courtyard **Careers Leader: Elena Vidal**

Contact details: [elena.vidal@smmathecourtyard.org](mailto:elena.vidal@smmathecourtyard.org)

The Courtyard **Careers Advisers: Adri Kelly, Ella Dixon, Kahir Abdul**

**Business Ask:** If you are a business and would like to support The Courtyard with our careers provision, please get in touch with Elena Vidal using the details above.

We are currently looking for businesses to support us with the following:

- Work experience placements for Year 12, 13, 14
- STEM workshops
- Speed Networking
- Careers Talks

The Courtyard created LNSEN (London Neurodiversity SEND Employer Network) in March 2021 alongside two other organizations (Think Forward & Career Ready). LNSEN aims to increase neurodiversity awareness by training, webinars, consultations and creating a diverse talent pool. If you are a business and you would like to become a member of LNSEN, please get in touch: [Insen@smmathecourtyard.org](mailto:Insen@smmathecourtyard.org)

Please note: This is a working document and as such is subject to change. We endeavor to evaluate and review all activities to ensure that they are meaningful and promote aspirations.

To ensure students at St Mary Magdalene Academy: The Courtyard receive the highest quality information, advice and guidance we have put the following into place:

## Statutory Guidance checklist table

### *Gatsby Benchmarks:*

In 2018, the government released a new careers strategy and statutory guidance for schools and colleges. It put an increased focus on using the Gatsby Benchmarks as a framework for best practice around which we can build our own careers provision. The Courtyard is working towards a Quality in Careers Standard which demonstrates our commitment to Careers.

### **The eight Gatsby Benchmarks of Good Career Guidance:**

<b>1. A stable careers programme</b>	Every school and college should have an embedded programme of career education and guidance that is known and understood by pupils, parents, teachers and employers.
<b>2. Learning from labour market information</b>	Every pupil, and their parents, should have access to good-quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.
<b>3. Addressing the needs of each pupil</b>	Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout.
<b>4. Linking curriculum learning to careers</b>	All teachers should link curriculum learning with careers. For example, STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.
<b>5. Encounters with employers and employees</b>	Every pupil should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.
<b>6. Experiences of workplaces</b>	Every pupil should have first-hand experiences* of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.
<b>7. Encounters with further and higher education</b>	All pupils should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.
<b>8. Personal guidance</b>	Every pupil should have opportunities for guidance interviews with a careers adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs.

## Careers Programme

Our careers programme is based on the Courtyard's recognition of key skills that pupils who attend our school need to develop in order to live successful lives and achieve their potential.

The Courtyard has teamed up with three career development companies this academic year (Career Ready, Talentino and The Careers & Enterprise Company), along with other organizations (please see below), in order to meet the 8 benchmarks of good careers guidance and offer our students personalized employability skills activities for them to flourish independently and professionally once they leave The Courtyard.

### Our curriculum:



ASSEMBLIES- BENCHMARKS 1,2, 7

CAREERS IN THE CURRICULUM- BENCHMARK 1, 3 & 4

COLLEGES VISITS- BENCHMARK 7

MASTERCLASSES- BENCHMARKS 1, 3, 6



MENTORING- BENCHMARK 3 & 8

PARENTAL SUPPORT- BENCHMARK 8



TUTORIALS- BENCHMARKS 1,3, & 7

WORK EXPERIENCE- BENCHMARK 5 & 6



WORKPLACE VISITS- BENCHMARKS 1,3,5 & 6

- **Assemblies: Benchmarks 1,2,7 & Masterclasses 1, 3, 6**

Assemblies and masterclasses are provided by the organisations listed above as well as by Career Ready. They are delivered by employers externally or organised and delivered at the Courtyard by our Careers Lead. The Courtyard arranges monthly assemblies/ masterclasses about the World of Work for all year groups as well as biweekly assemblies/ masterclasses for Sixth formers.

i.e. Assemblies content (by Career Ready):

The World of Work: understand the top 5 sectors that employ the most people nationally and locally

Skills for the Future: explore what skills are important to employers and know how you can develop skills from some of the subjects you are studying

Your Choices: understand the importance of researching what careers your GCSE option choices could lead to

Exploring Careers: Identify the changes that are influencing the world of work and explore what types of jobs are going to be important in the future

Moving On: understand the different progression routes available to you after your GCSEs and the importance of researching the career you are interested in.

Sixth Form - Managing Your Next Steps: Explore the impact of technology development on the labour market and gain an understanding of the need for continuous skill development.

i.e. Masterclasses content (by Career Ready):

Inspire: Students will identify their skills and qualities.

Aspire: Students will reflect on their motivations for going to work and how these might influence their career choice.

Explore: Students will explore the skills and qualities which employers are looking for.

Action: Students will understand the range of factors that might influence their career.

Future Jobs: Students will understand the changing nature of work and how to succeed in the future jobs market.

Know Yourself: Students will develop self-awareness and understand how it relates to careers.

Effective Communication & Networking: Students will learn the communication and networking skills needed for career success.

Success at Interviews: Students will explore the skills needed for success in interviews.

Preparing for Work: Students will develop an understanding of how best to prepare for the world of work.

Success at Assessment Centres: Students will experience different assessment centre tests and identify different assessment methods.

Brand You: Students will explore and develop their own career brand and understand how important it is for future success.

#### - **Careers in the curriculum- Benchmark 1,3,4**

Our careers in the curriculum activities enable us to deliver Gatsby Benchmarks 1,3, & 4 for Good Careers Guidance to small groups of your students.

Research shows that linking the curriculum to careers results in higher educational outcomes, increased attainment & attendance, and an increase in young people pursuing subjects in higher education.

Career Ready provides a range of resources to enable our staff to easily link curriculum subjects to bite-sized information about the world of work and career pathways. Resources and posters provide engaging and up-to-date information about the career options related to each subject, which can be dropped into a five-minute slot in your existing lesson-plan and distributed to our young people. Resources are tailored to each year group, ensuring that your students are fully engaged and inspired for each stage of their journey from education to rewarding employment.

As part of our [PAIL curriculum](#), the PAIL team at The Courtyard run termly PAIL meetings to ensure all staff covers the World of Work in their subject areas.

#### - **Colleges visits: Benchmark 7**

At the beginning of the year The Sixth form team organized some educational visits for Sixth formers. These visits were very beneficial for our students as they helped them make a better decision about the career path they would like to take.

#### - **Mentoring: Benchmark 3,8**

Our mentoring programme is a series of weekly keyworker sessions, each one building on the last, where the Careers team at The Courtyard talk to Sixth formers about different career options & pathways, helping them to understand more about the world of work and the skills they'll need to kickstart a rewarding future. We help students identify their personal strengths and skills for development, present themselves in a professional manner, and explore different career paths and how to navigate towards them.

#### - **Parental Support: Benchmark 8**

The Head of Sixth form has been in close contact with parents of all leavers. Guidance and support has been offered with applications to colleges, assisting parents with exploring options so that informed decisions can be made, and creating a smooth transition programme in order to make sure our leavers have a successful start to college.

Moving between different stages of life, such as school, college and work, is especially hard if you find change difficult, as many autistic people do. Parental support and workshops have been offered virtually and in person. Parents have also been invited to our

careers events; we have been giving all parents and/or carers – information, ideas and an opportunity for discussion about colleges, apprenticeships/internships and how to communicate better with your children at home.

- **Tutorials- Benchmark 1,3,7**

Career Ready has provided The Courtyard with a range of expert-produced resources on career pathways for your staff to deliver during keyworker time.

Our tutorial resources are tailored to the needs of our students, ensuring that our learners have the information, resources, and inspiration required for each stage of their journey from education to rewarding employment. Topics covered are: The world of work, Skills for career success, Pathways at 16, Moving on through apprenticeships, Apprenticeship themes and Apprenticeship options.

- **Work experience: Benchmark 5 & 6**

**Work Experience & Autism Friendly Employer Programme with [LNSEN \(London Neurodiversity SEND Employer Network\)](#):**

- After the success of virtual work experience placements during the lockdown (we started to increase autism awareness by asking companies to allow our young people to play to their strengths), work experience at The Courtyard upgraded the offer of work experience opportunities.
- This year we are offering tailored work experience placements to our Y11 and Sixth formers. These opportunities are tailored to their needs and likes, students say which industries they are interested in, if they want the placement to be in person/ virtual, indoors/ outdoors, if they want to do it on their own/ as part of a team, etc.
- We then work with employers to create meaningful work experience projects (please see below some examples), we deliver Autism Awareness training, and help employers become Autism Friendly employers after our students successfully complete the work experience placements. We also encourage them to become members of LNSEN (London Neurodiversity SEND Employer Network) and attend our monthly webinars (i.e., next one on the 15th December: Autistic adults' views and experiences of requesting and receiving workplace adjustments in the UK. Jade Davies, from the Centre for Research in Autism and Education (UCL), will discuss workplace adjustments for autistic employees. She will draw on research evidence to explore the benefits of implementing adjustments, examples of common adjustment requests and how employers can improve their approach to workplace adjustments.)
- Autism Awareness training is compulsory as it's key for employers to have an understanding of what autism is, and learn how to support our young people.
- These meaningful WE projects are having a very positive impact on our students (i.e. self-esteem, confidence, attendance, motivation towards learning) and also on the employers, as they are realizing that autism is really a competitive advantage. They can see with each task that is given to the students what their skill sets are, and how the creation of an Autistic/ Neurodiverse talent pool could be of strategic importance. Having more Autism Friendly employers benefits both the employer and the young person.
- Two examples of this, WorkDay invited two students to deliver a presentation to their entire marketing team based in EMEA on the 14th December. This will was a fantastic opportunity for the students (developed confidence, public speaking and presentation skills),



and it was hugely inspirational for their wider marketing team; Sir Robert McAlpine, signed off a design created by one of our students (please find attached).

- Case studies, [our student's contribution to the world of FAIRsharing with Oxford E-Research Centre, University of Oxford](#); [University of Oxford-.STEM Ambassadors](#); [Sir Robert McAlpine](#); [The Garden Classroom](#)
- Examples of WE projects: [The University of Oxford](#); [Sir Robert McAlpine](#); [Multiplex](#); [Dorset County Hospital](#)

- **Workplace visits- Benchmarks 1,3,5, & 6**

All students visit workplaces in person as part of the curriculum offer that we have at The Courtyard. Enriching trips and employability skills workshops are organized throughout the year for all year groups. A great example of this is "[Take the Lead](#)". As part of work experience, some Y11 students and all Sixth formers, have been visiting different workplaces as part of their placements.

Please click [here](#) for more information