

## **CAREERS EDUCATION ENTITLEMENT STATEMENTS**

At The Howard School every pupil is entitled to Careers Education. We follow guidelines set by the DfE and adopt the CDI National Framework/Gatsby Benchmarks as best practice models. We endeavour to adapt or include all National Frameworks including those published and amended from time to time by the DfE, QCA and Ofsted.

### **CAREERS ENTITLEMENT STATEMENT FOR YEARS 7, 8 & 9.**

By the end of key stage three, you should:

- Know who the Careers Coordinator is and where her office is located.
- Be aware of the services provided by Medway Youth Trust.
- Know where the Careers Section in the Main Library is.
- Be able, either on your own initiative and/or in consultation with the Careers Coordinator, to research careers options using both hard copy and software packages.
- Understand that your choice of subjects for key stage four may affect future careers options.
- Have been introduced to Cascaid Kudos as a means of planning and improving your own performance and recognising your own achievements.
- Have taken part in careers activities.
- Be able to identify some of your own strengths, areas for improvement, and set targets to achieve them.
- Have taken part in a work shadowing day.

*Copies of our Careers Policy and Careers Education Entitlement Statements for each key stage are available from the Careers*

*Department and can be found on our school website*

[www.thehowardschool.co.uk](http://www.thehowardschool.co.uk)

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### **CAREERS ENTITLEMENT STATEMENT FOR YEARS 10 AND 11.**

By the end of key stage four, you should:

- Be aware of the generic skills required by employers (e.g. self-discipline, presentation, timeliness, behaviour and personal interaction).
- Have some idea of local and national employment opportunities.
- Know what learning opportunities are available
- Have had an individual interview with a Careers Adviser, to agree/review a personal career plan.
- Have received information and guidance about post-16 options and opportunities.
- Have taken part in work-related activity and had an opportunity to do a work experience placement.
- Have undergone a mock interview, where local business volunteers/employers interview you and provide feedback on your interview skills.
- Be able to identify some of your own strengths, areas for improvement, and set targets to achieve them.

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### **CAREERS ENTITLEMENT STATEMENT FOR YEARS 12 AND 13.**

By the end of key stage five, you should:

- Be aware of up-to-date information on learning and careers opportunities post-18.
- Be aware of trends in the local and national labour markets, to identify where possible employment opportunities might exist.
- Have been provided with information regarding work experience and the benefits of volunteering and work shadowing.
- Have reviewed your personal career plan.
- Have had the opportunity for group work or an individual interview with the careers adviser.
- Received support in respect of training, employment or education post-18.
- Be able to identify some of your own strengths, areas for improvement, and set targets to achieve them.

- Have taken part in work-related activity, and had an opportunity to do a work experience placement.

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