



Moseley Park School CEIAG Development Plan 2023/24



Vision Statement:	Key Objectives:
<p>By 2022/23 to maintain an outstanding school of first choice at the heart of the local community.</p> <ol style="list-style-type: none">1) Exceptional achievement for every student2) High quality teaching that inspires and engages minds through an exciting and creative curriculum3) An inclusive school where everyone is valued, cared for and nurtured in an extraordinary way4) Students stand out as model citizens, aspiring to make a difference to the lives of others through their exemplary behaviour and attitudes5) High levels of wellbeing enable all members of the school community to flourish6) Raising the aspirations of all stakeholders through a shared culture and vision to strive towards outstanding in all areas <p style="text-align: center;">Values: Ready. Respectful & Responsible</p>	<p>To meet the Gatsby Benchmarks to prepare students for the world of work and life beyond Moseley Park School.</p> <ol style="list-style-type: none">1. A stable careers programme2. Learning from labour market information3. Addressing the needs of each pupil4. Linking curriculum learning to careers5. Encounters with employers and Employees6. Experiences of workplaces7. Encounters with further and higher Education8. Personal guidance

Group	Strategy	Actions	Responsibility	Timescale Start/Finish	Gatsby Link	Resources	Monitored by:	Success criteria	Evidence
Whole School	Develop Career and Employability network links	<ul style="list-style-type: none"> SS to attend Careers Network Meetings SS to attend W.ton Careers Events SS to represent the school at Careers Black Country Hub. 	SS	Each meeting as relevant	1	Time for SS to visit or to attend any events Vikki Haines	SS	SS gather best practice from Careers Meetings Share best practice	Evidence of best practice
Whole School	Increase awareness of apprenticeships through the annual apprenticeship events	<ul style="list-style-type: none"> Liaise with for a talk to be done for the school Invite apprenticeship providers/request information for a virtual presentation Run assembly prior to event Promote the event. 	SS	WB 8th November 2021	5,7	Assembly time Main Hall/E block	SS/JE	Event runs Uptake increases on (18/19) previous years	Student sign in sheet Parent & student survey Voice of the Learner - VOL
Whole School	Promote a stable careers program and share with appropriate people via the website	Update careers website with additional information. This will be ongoing throughout the year.	SS	Review Termly	1	Website updated	SS/JE	Website information accurate	Email School Website
Whole School	Maintain data on leavers destinations	W.ton BC & EBP provide updated information <ul style="list-style-type: none"> SS to contact colleges to see who has started SS to communicate with Connexions & Prospects on requested SS to contact parents to find out current destination after leaving MPS 	SS	November 2021 Termly	3	Data from external agencies posts on Moseley Park School website Email address list of pupils to CCIS – Prospects Donna Green		Records on students destinations after leaving Moseley Park School. Excel tracker Data collection successfully uploaded.	Destination Poster Career posters in faculty areas
Whole School	Careers information in every subject area	SS to ensure that these are up to date and provide new resources.		Review each even term to see if need updating	4	Photocopying Proforma		Each subject area has an upto-date notice board	Career posters in faculty areas

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Whole School	Careers events reported in Newsletter/Headlines	<ul style="list-style-type: none"> SS to pass information to form tutors SS to pass information to EH, ME & OE 	SS	Termly	1	Email TV screens	SS	Continued communication with staff and parents	Newsletter and Headlines School website
Whole School	Provide students with up to date Local Market Information	<p>Liaise with W.ton Borough Council/EBP for up to date local market information.</p> <ul style="list-style-type: none"> Display LMI information around schools Share LMI with parents and students via email and school website During events such as options evenings and next steps evening, share different options with parents/students 	SS	Ongoing	2	Information from W.ton BC. LMI information from office for national statistics	SS	LMI is shared with appropriate groups	LMI information
Whole School	Motivational speakers to lead assemblies.	<p>SS to liaise with external speakers to booking assemblies.</p> <p>YL to accommodate where possible</p> <p>SS to complete an impact sheet per assembly.</p>	SS	Continual as and when opportunities arise	5	Careers Map Impact sheets	SS	A range of assemblies are delivered to all	Careers Map SMSC – Spiritual, Moral, Social & Cultural Development Programme
Whole School	Provide encounters with employers (these are emailed by businesses to the school)	<p>SS to filter offers that are sent to the school</p> <p>SS to prepare event requests</p> <p>SS to investigate virtual encounters where possible</p> <p>SLT to approve events, where appropriate</p> <p>SS to track students to ensure that all students have equal opportunity to extend their curriculum, this is done via COMPASS+</p>	SS	<p>Ongoing, depending on when businesses provide opportunities.</p> <p>Termly</p>	5/6	Transport Staffing Costs Time out of lessons for students	SS	Targeted groups of students attend events at local businesses	Event request form. Trip registers. Compass data reviewed

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Whole School	Provide impartial guidance and support from external agencies	<ul style="list-style-type: none"> Use providers such as NCS, employer Engagement, Workshops. Identify students who are in need of support based on provides criteria 	SS		3 / 8		SS	Students have clear actions from the mentoring	Feedback from mentors
Whole School	Track student experiences using COMPASS+	<ul style="list-style-type: none"> Experiences are to be tracked using spreadsheet produced JC will update tracker using attendance list from trips SS to upload data from the tracker onto compass plus once a term. SS to update tracker on the progress of career interviews 	SS JC attendance	Termly	3		SS		
Faculties	Guidance for teachers on incorporation of CEIAG into lessons	<ul style="list-style-type: none"> Provide information for Teachers/students on the website on how to help enlighten students over careers. SS to run a CPD session for staff on careers link in lessons. SS to meet with faculty leads to identify ways he can support. 	SS	Term 1 and then reviewed termly Term 1 or 2 for CPD session Term 3 & 4	1 4		SS	Subject Teacher Champions	TDA teacher guidance for careers. Student Voice Surveys
Faculties	Faculties to promote careers during National Careers Week 7 th – 11 th March 2022	<ul style="list-style-type: none"> SS to liaise with ME about incorporating activities into tutor time for the careers week. 	SS	Term 2 for meeting 7 th – 11 th March	4	Websites with subject specific resources		Student voice identifies careers links in lessons	Surveys Resources

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All students	Students log their experiences	<ul style="list-style-type: none"> Produce guidance sheet for students to log their experiences using Career Pilot Liaise with ME to promote website Career Pilot to log experience during future Wellbeing day Liaise with Simon Jones for students to create account on Career Pilot/Unifrog in Skills for Life Lessons Liaise with ME/OE to allow time for students in Y7/8 to log career experiences during skills for life lessons. 	SS	Term 5	3	Career Pilot Time for assemblies Time in lessons to access website	SS	Evidence log on careers pilot All students registered on Unifrog	Completed portfolio (Record of achievements)
Year 11	Track intended destinations	<ul style="list-style-type: none"> Tracking of potential NEET's using data on performance of students SS to track intended destinations SS to share information with Connexions 	SS/JH	Ongoing	3	Data from external agencies Engagement tracker Compass+	SS	All students have a destination on leaving Moseley Park School	Excel tracker Data collection Governors report
Year 11	Provide impartial guidance to targeted students through a careers appointment.	<ul style="list-style-type: none"> Identify groups of students for Joanna Jones to provide careers advice and guidance to – based on in-house information to prioritise those at risk of NEET. Tutors to support with data SLT to mentor students who are underperforming 	SS	Termly	8	Information on possible NEETs produced for connexions	SS	Students identified as NEET receive careers guidance and apply for college Guidance arranged by Sept 21	Destination Data Careers appointment record. Interviews/applications

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Year 11	Provide encounters with further education providers		SS	Term 1 and 2	7	Visitors from FE Time to deliver sessions and subject staff to supervise	SS	Students receive talk from FE and employers	Diversity & Wellbeing day feedback
Year 11	Provide guidance on FE and HE	<ul style="list-style-type: none"> Run a preparing for College/Apprenticeship Power point & video to inform parents how they can support their child. 	SS	Term 1	7	Parent mail Staff to supervise Participation and visits to the HE fair at STEAM Competition/ activities.	SS	Student attend HE fair	Trip register Go-4-schools
Year 11	Provide encounters with employers through volunteering scheme - NCS	<ul style="list-style-type: none"> Make formal invitation to students to register with NCS 	SS	Term 5 email faculties to see interest Term 6 to run	5/6	Staff to supervise volunteers	SS	Students volunteer in faculties and provide support	Volunteer register
Year 10	Develop interview skills and techniques	<ul style="list-style-type: none"> Invite business in to support with interview day Organise the interview day Share information with Y10 students Create meetings via teams between employers and students 	SS Enterprise advisor Keith Trubshaw	Before the interview day in March	5/6	IT equipment Space for IT Photocopying	SS	Students attend the interview day and gain valuable feedback.	Evaluation forms Attendance register.
Year 10	Attend college taster days	<ul style="list-style-type: none"> SS to inform students of arrangements SS to collect information on sessions offered SS to collect permission slips 	SS	Term 6 and before the taster days in July.	7	Complete pro-forma and interview sheet.	SS	Students attend college taster days	Attendance registers Go-4-schools

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Year 10	Students complete one-week work experience	<ul style="list-style-type: none"> SS to run an assembly promoting work experience SS to talk to tutor groups about the admin SS to visit appropriate businesses SS to liaise with MP staff over site visits SS to track students Run Work Experience evening for parents, date to be confirmed SS to produce a virtual work experience in school for students unable to attend. SS to produce a how to apply for work experience power point/video 	SS Yr10 Tutors	Starter: Term 2 End: Before work experience in June/July 22	5/6	SS to visit sites Virtual work experience W.ton EBP to carry out H&S checks on external agencies/companies not on the database.	SS	Over 90% of student attend work experience	Work experience records.
Year 10	Produce a CV	<ul style="list-style-type: none"> SS to invite Zurich or other partner to run CV writing workshops with follow up time to write. SS to liaise with ME to find time on PSHE days SS to follow up and chase students on CVs Y10 tutors to remind students that they need to complete CVs. 	SS Year 10 Tutors	Contact Carol Codner in September. Run a workshops CVs and interview skills/techniques CV's completed before interview day.	5	Time for workshop Subject staff to supervise groups	SS	All students produce a CV	CVs CVs Completion record.
Year 9	Visit to University	<ul style="list-style-type: none"> SS to contact Study Higher SS to prepare event request SS to organiser students selecting university to collect permission slips. 	SS J O'Keefe ME	Term 1 and then whenever providers can offer a visit	7	Time in lessons	SS	Students in Yr9 Visit a university	Attendance register. Go 4 schools Emails Data collection

Group	Strategy	Actions	Responsibility	Timescale Start/Finish	Gatsby Link	Resources	Monitored by:	Success criteria	Evidence
Year 9	<p>Promote careers at options evening.</p> <p>Subject career pathways</p>	<ul style="list-style-type: none"> • SS to invite colleges to open evenings • SS to present information to parents at options presentation 	SS	Term 1, check in Term 2.	1/7	Spaces for colleges/training providers.	SS	Training providers'/colleges attendance.	Options evening Subject Taster sessions
Year 8	<p>Provide an encounter with employer through a Y8 Mock interview/Careers speed dating</p> <p>Careers activities/tasks/workshops</p> <p>Guess my job</p>	<ul style="list-style-type: none"> • SS to contact employers through Carol Codner • SS to arrange timetable • SS to put in an event Request 	SS		5	Careers Pilot Websites Virtual activities	SS		Student evaluations Students/staff feedback
Year 7	<p>Provide an encounter with employee through range of activities</p>		SS	Term 2	5	Enterprise advisor Speakers	SS	Encounter takes place	VOL Employers feedback

Monitor: Mr A Fitzgerald		On-going Intervention Programmes	
	Strategy/Actions:	Strategy/Actions:	Success criteria:
	Year 12	Year 13	
Term 1	<p>Self – development/Transition into Yr12: Careers Exploration: Options at 17/18</p> <p>Self-development: Study skills for A level and university planning</p> <p>Enterprise activities – Whole school</p> <p>Birmingham – UCAS application process and workshops.</p> <p>Assessment days – Employers activities Apprenticeship workshop</p>	<p>Careers Management: UCAS and employment workshops</p> <p>Careers Management: Individual tutorials/intervention throughout the term.</p> <p>Careers Management: Practice university interviews for students who require them.</p> <p>Self-development/Careers Exploration: Employability Skills and study skills for university.</p> <p>Assessment days – Employers activities Apprenticeship workshop</p>	<p>90% participation</p> <p>All students</p> <p>Schedule timetable events</p> <p>Audit requirements</p> <p>ASK – Apprenticeship Support & Knowledge (GOV) Carol Codner</p>
Term 2	<p>Self – development/Study skills for A level and university.</p> <p>Self-development/Careers Exploration/Careers Management: Students identified for a range of programmes – NCS project, Community project/tasks, mentoring etc.</p> <p>Self-development/Careers Exploration: Group seminars for students likely to be targeting competitive universities and courses.</p>	<p>Self – development/ Careers Exploration: Employment at 18/21</p> <p>Careers Management: Next steps</p>	<p>Career pathways</p> <p>Expression of interest</p> <p>Careers materials and resources</p>
Term 3	<p>Careers Exploration: Meet the Professionals – Enterprise Advisor and a range of professionals, medicine, engineering, retail, business & management etc.</p> <p>Careers Management: Personal Statements and UCAS registration</p>	<p>Careers Management: Individual support for students applying for apprenticeships/other employment.</p>	<p>90% Participation</p> <p>Track progression</p>

	<p>Careers Management: Job application and C.V Skills.</p> <p>Self-development/Careers Exploration: Group seminars for students likely to be targeting competitive universities and courses.</p>		<p>Review & return destination data</p> <p>Excel trackers</p>
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Map of Careers Education

	Year 7	Year 8	Year 9
Term 1	<p>Self – development/ Careers Management: Self-assessment and action planning (2 hours)</p>	<p>Self-development: Attitude and Values (2hours)</p>	<p>Self-development/Careers Exploration/Career Management:</p> <p>Options programme 1 : Decision-making, how to choose subjects (2hours)</p>
Term 2	<p>Self – development/ Careers Management</p>	<p>Self – development/ Careers Exploration/Careers Management</p>	<p>Careers Exploration /Careers Management: Options programme 2 matching Subjects to jobs and considering how this might affect your options choices (2hours)</p> <p>Self-Development/Careers Exploration: Options Programme 3: Taster lessons (2hours)</p>
Term 3			