

## 2020-21 Action Plan (CL = Careers Leader, CA = Careers Advisor)

September 2020 – September 2021									
Strategic Objective	Milestones	Action/Activity	Who?	Deadline	Resources required	Status/Progress	Reporting	Method of evaluation	Last updated
1) All students are able to make well informed choices about their futures and have a keen awareness of opportunities available, as a result of a comprehensive careers provision, delivered via the pastoral system.	High quality, age appropriate resources, will have been developed	Write CEIAG lessons for all year groups for each half term	CL	July 2021		Partially complete	CL updated ALT		
		Write assemblies for all year groups for each half term. (Covid – add voiceover narrative where possible, for virtual delivery)	CL	July 2021		Partially complete	CL updated ALT		
	Bespoke, age related, CEIAG lessons delivered to all year groups every half term via tutorial and assemblies	Liaise with middle leaders for content of Y9 options brochures and compile. Students to choose their Y9 options	CL	Easter 2021	Brochures	Complete	CL updated ALT		
		Upskill staff to facilitate students researching a range of employers and careers through bespoke CEIAG lesson resources (Covid – all students and staff to have access to the START platform for virtual delivery)	CL	July 2021		Complete	CL updated ALT	Staff MS Forms questionnaire	

	At least 1 CEIAG assembly delivered per half term for each year group	Organise for assembly delivery by a mixture of internal and external stakeholders to include teachers, employers, employees, FE, Enterprise advisor, and apprenticeship providers (Covid – organise virtually for delivery over TEAMS)	CL/CA	July 2021		Partially complete	CL updated ALT		
		Ensure Y11 are given their full range of post-16 options – via assemblies delivered by appropriate stakeholders (Covid – virtual live and pre-recorded presentations)	CL/CA	Easter 2021	Assorted stakeholders avail for visits	Complete	CL update ALT	Lincs2 post-16 application form deadlines met	
2) All staff see themselves as teachers of careers, and whether delivering the discrete tutorial	Students, staff and parents will have access to a range of material showing how	Develop careers resources which focus on a range of different sectors	Careers Champions/CL/IT support	Feb half term		Complete	CL update for ALT		

<p>based CEIAG lessons, their own subjects, or informal chats, they are able to knowledgeably support students in their next steps. Subsequent improved student aspiration will help to drive improved student outcomes</p>	<p>the academic curriculum is linked to future careers</p>	<p>Organise for resources to be turned into large wall posters and subsequently mounted</p>	<p>CL</p>	<p>Feb half term</p>	<p>Budget for poster production</p>	<p>Complete</p>	<p>CL update for ALT</p>	<p>Raised CEIAG profile in classrooms across school</p>	
	<p>Curriculum/career links will be explicit through a range of media – website, classroom/corridor display, learning resource centre &amp; options booklets</p>	<p>Develop provision for all staff to receive CPD on post-16 decisions, to assist them in advising students appropriately.</p>	<p>CL/CA</p>	<p>July 2021</p>		<p>Partially complete</p>	<p>CL update for ALT</p>	<p>Tutors feedback that they are better able to support their students in decision making</p>	
		<p>Share resources with IT support for upload to website and other media platforms</p>	<p>IT support</p>	<p>Feb half term</p>		<p>Complete</p>			
	<p>Careers leader and advisor to talk to all year groups about careers planning, key decisions and LMI</p>	<p>Support tutors to organise for KS4 students to write their personal statements and complete post-16 applications in Y11 on Lincs2. (Covid – Horizons Project – use IPAD)</p>	<p>CL/CA</p>	<p>Dec 2020</p>	<p>IPAD LA Lincs2 Prospectus Development advisor</p>	<p>Complete</p>	<p>CL updated ALT</p>		
		<p>Organise 1:1 careers advice for all Y11 students</p>	<p>CA</p>	<p>April 2021</p>		<p>Partially complete</p>	<p>CL to update ALT</p>		



	Targeted students will have visited FE/HE or had opportunity for contact at parents evenings	Organise taster day/s at FE college/s for all students in Y10 (Covid – being planned for July 5 <sup>th</sup> , subject to easing of Covid restrictions)	CL	July 2021	FE co-operation Transport	Being planned			
		Organise an HE visit for all Y11 students and selected Y9 & 10 (Covid – will be delivered as virtual university tours)	CL		HE Outreach co-operation transport	Complete			