



LONGHILL

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HIGH SCHOOL

## Careers Policy

Lead Author	Debbie Winfield, Assistant Headteacher
Policy Source	LA Model Policy & CEC roadmap
Ratified Date	March 2026
Review Cycle	Annually
Next Review Date	March 2027
Changes	Minor

## Careers Curriculum Policy

This document sets out the curriculum that we have selected as most appropriate for our students that will support them to achieve our motto: 'Aspiration, Determination, Success'. It sets out how the Careers Programme spans key stages to prepare students to make the best choices for their future at each stage of their education.

This document includes our policy statement on provider access as well as an overview of the secondary careers programme

At Longhill High School we have developed a stable careers programme that is designed to raise our students' aspirations when it comes to choosing future career pathways. Our curriculum enables students to develop the skills and gain the knowledge that they need to achieve their career goals. We aim to transform the life chances of our students by encouraging the development of resilient, well-informed and independent young adults.

Our Careers Programme gives students access to key information, experiences and skills; starting in year 7 and throughout KS3 and 4 to help them make informed choices about their future. At Longhill we understand that many students take time to develop their ideas on what their future will hold for them, whilst many more change their minds during their time in education. Our careers curriculum helps to ensure students remain informed about the world of work. They will have the opportunity to experience workplaces and to meet with and talk to employers and employees from a variety of sectors.

Our careers programme is progressive and works with students' learning across the whole school. Key events are timed alongside important milestones in student's education such as GCSE options and post-16 choices so that students make links between education choices and how they impact career paths.

This programme was designed with reference to the CEC School roadmap ([http://resources.careersandenterprise.co.uk/sites/default/files/2021-10/1075\\_School%20Roadmap\\_V7\\_updates%202021.pdf](http://resources.careersandenterprise.co.uk/sites/default/files/2021-10/1075_School%20Roadmap_V7_updates%202021.pdf))

### Implementation

Our careers' plan delivers on its intentions through a number of ways. The programme is delivered through: Assemblies, timetabled lessons in PSHE, tutor time, enrichment activities including off timetable careers focus days, workplace experiences, employer encounters, one-to-one personal guidance with a trained Careers Adviser and careers focus in curriculum areas.

Throughout their time at Longhill, students are given access to up-to-date labour market information, helping them to make informed choices that lead them to a better future. The careers programme links

the curriculum with the world of work by Heads of Faculty / departments displaying routes into careers and making lessons relevant by linking to the world of work. For example, in Maths, short video clips at the start of new units help to make the topic relevant.

As students move into year 10 and above, the careers programme becomes more tailored to students' specific needs. All students have the opportunity to meet with a career advisor for an individual careers interview. This can allow specific opportunities to be presented to students that will be of benefit to their interests and skill sets.

Across all faculties in the school, we look to maximise opportunities for groups of students to visit employers and workplaces, giving them the opportunity to not only experience specific industries up close but also to connect different aspects of their education with potential career outcomes. We have some good links with Alumni who are keen to keep in touch and demonstrate how school subjects gave them pathways into careers.

### **Impact**

We use Compass + to track and target careers intervention, as well as track the impact of the career's curriculum for all our students.

### **Longhill High School: Provider Access Policy**

#### **Introduction**

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.

The destinations of our students will be carefully monitored to ensure the aspirational curriculum we have implemented enables strong post-16 progression to Apprenticeships, T Levels, A Levels and post-18 progression to university and work.

#### **Student Entitlement**

All pupils in years 8-11 are entitled:

- to find out about technical education qualifications and apprenticeships 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 options 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

#### Procedure

A provider wishing to request access should contact Debbie Winfield, Careers Lead.

Telephone 01273 304086 email: [dwinfiel@longhill.org.uk](mailto:dwinfiel@longhill.org.uk)

#### Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers.

There are a variety of ways that providers are able to offer support to our students - including the annual careers week in March & careers fair in May for all year groups, alongside more specific encounters e.g Amazon workshop to Year 9 & 10 students, college presentations from local colleges for Year 10 students, and life skills presentations to Year 10 students. Specific groups of students are also selected depending on set criteria and external guests undertake activities throughout their education - e.g Brighton University recently providing a trip to discuss design & the built environment to disadvantaged Year 7 students.

Year Group	Autumn Term	Spring Term	Summer Term
Year 7	<p><b>PSHE:</b></p> <p>The Equalities Act relating to diversity in the workplace and laws surrounding recruitment and employment</p> <p>Self-esteem related to worth and ideas of self-worth linking to how a career impacts on a person in later life</p>	<p><b>PSHE:</b></p> <p>Careers and your future lessons</p> <p>Transition points in life to include first jobs, how to get qualifications and experience etc.</p> <p>Tutor Activities linking to National Careers Week.</p> <p>Careers week - external visitors linking careers to subjects</p>	<p>Careers Fair - Market stall event giving overview of local, regional and national opportunities and skills requirement (GB2, GB3, GB5)</p> <p>Tutor activities linking to the careers fair.</p>

		Uniconnect day - teaching soft skills needed for future	
Year 8	<p><b>PSHE:</b></p> <p>Stress management as an element of wellbeing linked to work and careers</p>	<p>Tutor Activities and assemblies linking to National Careers Week, including talks in assemblies about apprenticeships.</p> <p>Careers week - external visitors linking careers to subjects</p>	<p>Careers Fair - Market stall event giving overview of local, regional and national opportunities and skills requirement (GB2, GB3, GB5)</p> <p>Tutor activities linking to the careers fair.</p> <p>Uniconnect day - teaching soft skills needed for future</p>
Year 9	<p>Tutor time weekly careers activity</p> <p>Options activities and assemblies in Tutor time including talks on post 16 options including T-levels and apprenticeships (GB2, GB3, GB5, GB7)</p>	<p>Options evening for parents and students (GB7, GB3)</p> <p><b>PSHE:</b></p> <p>Life skills for the wider world including increasing career prospects</p> <p>Amazon Careers Opportunities workshop delivered by a Software Development Engineer.</p>	<p>Careers Fair - Market stall event giving overview of local, regional and national opportunities and skills requirement (GB2, GB3, GB5,)</p> <p><b>PSHE:</b></p> <p>Online careers &amp; commerce discussed as</p>

		Careers week - external visitors linking careers to subjects	part of our online safety module
Year 10	<p>Work experience introduction in assembly and activities in Tutor time.</p> <p>Post 16 information activities in Tutor time and assemblies, including external speakers. (GB2, GB3, GB5, GB7)</p>	<p><b>PSHE:</b></p> <p>Life skills for the wider world including increasing career prospects</p> <p>Presentation from GMET regarding T Levels in Digital Support Services</p> <p>Amazon Careers Opportunities workshop delivered by a Software Development Engineer.</p> <p>Careers week - external visitors linking careers to subjects</p>	<p>Careers Work Experience - One week in work experience (GB 5)</p> <p>Life skills – assembly and tutor group opportunities</p> <p>Careers Fair - Market stall event giving overview of local, regional and national opportunities and skills requirement (GB2, GB3, GB5)</p>
Year 11	<p><b>PSHE and tutor time</b></p> <p>Life skills for the wider world including increasing career prospects</p> <p>Preparation for college interviews and applications in</p>	<p>1:1 support where necessary from the pastoral team and Careers Advisor.</p> <p>Careers week - external visitors linking careers to subjects</p>	

	Tutor time, 1:1 sessions and assemblies from Careers Advisor.		
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Please speak to our careers leader or Careers Advisor to identify the most suitable opportunity for you

Careers Lead: Debbie Winfield

Email: [Debbie Winfield \[Staff\]](#)

Contact number: 01273 304086

Careers Advisor: Carl Jackson

Email: [cjackson@longhill.org.uk](mailto:cjackson@longhill.org.uk)