

Nonsuch High School for Girls









CEIAG – Careers Education, Information, Advice and Guidance and Higher Education (HE) Advice & Guidance

In line with recent guidance and using the eight Gatsby Benchmarks, we at Nonsuch High School for Girls, will aim to help students:

- understand their options and different paths to work, to plan the steps they need to take, and to get from where they are to where they want to go;
- be inspired about new opportunities they might not have known about (or that might not exist yet), or thought they could not achieve;
- understand their knowledge and skills and how they can be used in the workplace;
- get, hold and progress in a job, whatever their age, ability or background;
- increase the amount they earn across their working lives;
- improve their well-being through doing a job they are good at and enjoy.

The following charts our CEIAG Programme from Year 7 to Year 13




CEIAG – Careers Education, Information, Advice and Guidance and Higher Education (HE) Advice & Guidance

Careers Education, Information, Advice and Guidance (CEIAG)	Identified on Chart as:		Higher Education (HE)
Careers Information – access to up-to-date information, including learning options, skills, occupations, labour market information (LMI) and progression routes.			HE Information – opportunity awareness; access to up-to-date information, including HE courses, entry requirements, alternatives to university and work experience.
Careers Advice and Guidance – personalised help when required from advisors to identify long-term goals and plan steps to attain them.			HE Advice and Guidance – personalised help when required from advisors to make decisions, identify long-term goals, plan steps to attain them and gain self-awareness.
Careers Education – taught timetabled careers education that gives students the knowledge and skills for planning and managing their careers.			HE Education - gives students the knowledge and skills for planning and managing their HE choices.
Work-Related Learning and Development of Employability Skills – experiences within and outside the curriculum which help students learn about economic well-being, careers and enterprise and opportunities to develop employability or soft skills.			Preparation for Higher Education – developing, and also awareness of, transition skills needed for higher education and beyond.
<p>Sessions types identified on chart as:</p> <p>YG = Year group sessions FG = Form group sessions SG = Small group sessions I = Individual sessions P = Parents included</p>			






The Gatsby Benchmarks

Benchmark No.	Benchmark	Identified on Chart as:	Summary
1	A stable careers programme:	G1	Every school and college should have an embedded programme of career education and guidance that is known and understood by students, parents, teachers, governors and employers.
2	Learning from career and labour market information	G2	Every student, 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.
3	Addressing the needs of each student	G3	Students have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each student. A school's careers programme should embed equality and diversity considerations throughout.
4	Linking curriculum learning to careers	G4	All teachers should link curriculum learning with careers. STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths
5	Encounters with employers and employees	G5	Every student 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.
6	Experiences of workplaces	G6	Every student 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.
7	Encounters with further and higher education	G7	All students 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.
8	Personal guidance	G8	Every student should have opportunities for guidance interviews with a career 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.





















CEIAG Programme for Year 7

Year	Autumn	Spring	Summer
Year 7	<p>Develop 'soft' skills – Tutorial; weekly activities held during tutorial period and registration to help students to become lifelong learners. Activities help to develop a range of broad and adaptable "life skills" such as resilience, confidence, responsible risk taking, public speaking and creativity. Activities may include literacy skills, mindfulness, news quiz & school council agenda discussion - FG, G2, G3, </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of their subject for a wide range of future career paths – G2, G3, G4,  </p>		






















CEIAG Programme for Year 8

Year	Autumn	Spring	Summer
Year 8	<p>Develop 'soft' skills – Tutorial; weekly activities held during tutorial period and registration to help students to become lifelong learners. Activities help to develop a range of broad and adaptable “life skills” such as resilience, confidence, responsible risk taking, public speaking and creativity. Activities may include literacy skills, mindfulness, news quiz & school council agenda discussion - FG, G2, G3, </p> <p>Careers advice - Opportunity for individual careers interview, students wishing to meet with an independent and impartial careers advisor may request an interview – I, G2, G3, G8,  </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of their subject for a wide range of future career paths – G2, G3, G4,  </p>		

























CEIAG Programme for Year 9

Year	Autumn	Spring
Year 9	<p>Support Pupil Premium & SEN students with GCSE choices – Individual careers interview, students scheduled an appointment to meet with an independent and impartial careers advisor to discuss their GCSE options and how they link into careers & HE – I, G2, G3, G8,  </p> <p>Introduction to the World of Work – Take Your Daughter to Work Day; students shadow a working adult for the day and discuss and evaluate the day during tutorial lessons – I, G2, G3, G5, G6,  </p> <p>Get to Know Yourself workshop – Students take a short psychometric questionnaire via Fast Tomato which gauges interests, attitudes and motivations. They then explore career and education suggestions, personalised to them. Students are introduced to LMI and why it is important to them. – FG, G2, G3, G4,    </p>	<p>Advice on GCSE Option Choices – Interactive presentation on how to choose the right GCSE's and effects on future HE and career choices – YG/I, G3  </p> <p>Promote awareness of careers - Careers & Networking Event; students get the opportunity to attend presentations on various careers of their choosing. Delivered by work experience partners, industry, parents & Nonsuch Alumni – SG/P, G2, G3, G5,  </p> <p>Advice on GCSE Option Choices - Options Fair; students have the opportunity to talk to Year 10 GCSE students – FG/I, G3, </p> <p>Advice on GCSE Option Choices - Individual appointments with HOY or Member of Leadership to discuss Options – I, G3 </p> <p>GCSE Option Choice Information for Parents - Options Evening; individual appointments with subject teachers and a presentation on option choices – I / P, G2, G3, </p>
	<p>Develop 'soft' skills – Tutorial; weekly activities held during tutorial period and registration to help students to become lifelong learners. Activities help to develop a range of broad and adaptable “life skills” such as resilience, confidence, responsible risk taking, public speaking and creativity. Activities may include literacy skills, mindfulness, news quiz & school council agenda discussion - FG, G2, G3, </p> <p>Careers Advice - Opportunity for Individual Careers Interviews , all students wishing to meet with an independent and impartial careers advisor may request an interview – I, G2, G3, G8,  </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of their subject for a wide range of future career paths – G2, G3, G4,  </p>	











































CEIAG Programme for Year 10

Year	Spring		Summer
Year 10	<p>Introduction to the World of Work – Take Your Daughter to Work Day; students get another chance to shadow a working adult for the day and discuss and evaluate the day during tutorial lessons – I, G2, G3, G5, G6,  </p>	<p>Promote awareness of careers - Careers & Networking Event; students get the opportunity to attend presentations on various careers of their choosing. Delivered by work experience partners, industry & Nonsuch Alumni – SG/P, G2, G3, G5,  </p> <p>Promote awareness of careers, HE & self awareness – The Career Journey – Students look at and start to understand the importance of LMI. They research LMI using various sites including the ‘LMI Widget’. They investigate what careers of the future may look like, the skills they will need for these careers and why LMI is an important factor to take into account when making decisions about A Levels, HE and careers. They plan their own ‘career journey’ and start to understand the steps needed to help prepare for a chosen career. – FG, G2, G3, G4    </p>	<p>Promote awareness of careers - Industry Related Workshops; exploring entry routes and progression opportunities of various career areas, including apprenticeships, looking at labour market information, gender balance etc. – SG, G2, G3,  </p> <p>Support Pupil Premium & SEN students with Further Education choices – Individual careers interview, students scheduled an appointment with an independent and impartial careers advisor to discuss their FE options and how they link into careers and HE – I, G2, G3, G8,    </p>
<p>Develop ‘soft’ skills – Tutorial; weekly activities held during tutorial period and registration to help students to become lifelong learners. Activities help to develop a range of broad and adaptable “life skills” such as resilience, confidence, responsible risk taking, public speaking and creativity. Activities may include literacy skills, mindfulness, news quiz & school council agenda discussion - FG, G2, G3, </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of subject for a wide range of future career paths – G2, G3, G4,  </p> <p>Careers Advice - Opportunity for Individual Careers Interviews , all students wishing to meet with an independent and impartial careers advisor may request an interview – I, G2, G3, G8,    </p>			


















CEIAG Programme for Year 11

Year	Autumn	Spring	Summer
Year 11	<p>Promote awareness of Higher Education Options – Introduction to HE sessions; students are introduced to UCAS and other resources available to help them choose a course and university. Students explore how their A Level choices may affect their future HE and career choices – FG, G2, G3,  </p> <p>Information on Nonsuch Sixth Form - Opportunities in Sixth Form Evening; fair setting provides students with the chance to learn more about the courses we offer in sixth form – I / P G3, G7, </p> <p>Preparation for Higher Education – University Taster Sessions; students get the opportunity to attend taster sessions delivered by academics from various universities – SG / P, G3, G7,  </p> <p>Information on alternative FE and apprenticeships – Workshops, talks by visiting providers, prospectuses and emails forwarded to students – I, G3, G7 </p> <p>Preparation for Sixth Form - A carousel over 3 weeks including sessions on Alternatives to University, Life in the Sixth Form, Oxbridge and Medicine and Alternatives to Sixth Form – G3, G7, </p>	<p>Information on Nonsuch Sixth Form - Day in Life of Sixth Form; gives students a true sense of what it is like to be a Nonsuch Sixth Form student - I, G3, G7, </p> <p>Promote awareness of careers - Careers & Networking Event; students get the opportunity to attend presentations on various careers of their choosing. Delivered by work experience partners, industry & Nonsuch Alumni – SG / P, G2, G3, G5,  </p> <p>Individual interviews about A Level Options – Options interview with member of Leadership Team, students reflect on their A level choices and discuss how it fits into their longer term career plans – I, G3, </p> <p>Preparation for HE - Developing Intellectual Curiosity Sessions; helps students prepare for Sixth Form and Higher Education – SG, G3, </p> <p>Promote awareness of Apprenticeships & T-Levels – Presentation by various apprentices on the apprentice route to a career – YG, G2, G3,  </p>	<p>Build skills for work and life - NCS; run by the National Citizenship Service. The programme aims to give students the opportunity to build skills for work and life, gives students the chance to work with industry, to learn new skills, meet new people and help them discover their talents and realise their potential – I, G3, G5, G6,  </p>
	<p>Careers Advice - Opportunity for Individual Careers Interviews - Students complete a 'Looking Ahead Form' which encourages them to think about their future education and career plans. Interviews scheduled for those students identified as not on track to meet entry requirements for Nonsuch Sixth Form and those considering alternative FE options. All other students may request a careers interview via the 'Looking Ahead Form' - I, G2, G3, G8,    </p> <p>Introduction to HE - Through the tutorial programme students meet with Y13 students who have secured HE places and attend a talk about wider reading and other academic activities that will help strengthen their HE applications – FG, G3, G7, </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of subject for a wide range of future career paths – G2, G3, G4,  </p> <p>Develop 'soft' skills – Tutorial; weekly activities held during tutorial period and registration to help students to become lifelong learners. Activities help to develop a range of broad and adaptable "life skills" such as resilience, confidence, responsible risk taking, public speaking and creativity. Activities may include literacy skills, mindfulness, news quiz & school council agenda discussion - FG, G2, G3, </p>		

CEIAG Programme for Year 12

Year	Autumn	Spring	Summer
Year 12	<p>Preparation for Higher Education – University Taster Sessions; students get the opportunity to attend taster sessions delivered by academics from various universities. SG / P, G3, G7,  </p> <p>Personal Development – targeted students get the opportunity to sign up to the E-Mentoring scheme; a supportive, structured relationship with a Nonsuch Alumni to help mentees develop their skills and achieve their goals. Mentoring runs from the start of Y12 to the end of Y13 – I, G2, G3, G4, G5,    </p>	<p>Promote awareness of careers - Careers & Networking Event; students have the opportunity to attend presentations on various careers of their choosing. Delivered by work experience partners, industry & Nonsuch Alumni – SG /P, G2, G3, G5,  </p> <p>Introduce students and parents to the university application process - HE Evening; talk on Higher Education – I / P, G5,  </p> <p>Extra support for Oxbridge Students – Oxbridge Information Evening, university visits arranged by school for students interested in applying to Oxbridge and mock interviews arranged for students – I/SG/P, G3,   </p> <p>Students encouraged to consider all HE options - Presentations by organisations on study abroad, GAP Years, HE Providers & apprenticeships. Students encouraged to apply for summer schools etc. Information forwarded by email and display posters around school – YG/FG, G3, G7,  </p> <p>Preparation for Graduate Employment – Presentation on the importance of the need to evidence ‘soft skills’, Spring and Summer Programmes and the graduate application process – YG, G3, G5,  </p>	<p>Advice on drafting a personal statement and further information on Higher Education - 2 Day Higher Education Launch; presentations on writing an effective personal statement, choosing a course or university, university life, UCAS and student finance, GAP Years, apprenticeships , graduate programmes & employability skills – I/SG, G3, G5, G7,   </p> <p>Check progress on Personal Statement - Personal Statement meeting for all students with a member of staff – I, G3,  </p> <p>Check progress for early applicants – Early Application meeting with HOY/Dir. of SF/Oxbridge Coordinator for Medics / Oxbridge students and students encouraged to sit the UKCAT exam – I, G3,  </p> <p>Individual Interview on HE Choices - All students meet with their tutor about their plans, check to ensure they are undertaking adequate work experience and begin the process of writing their university reference – I, G3,  </p> <p>Encourage students to visit universities – Students given limited time off of school for HE visits & employer insight days – I. G3, G3, G5, G6, G7,  </p> <p>Extra support for medical students – Medics Information Evening, MMI talk given by a local medical school, mock MMI’s held in school, mock individual panel interviews for students – I/SG/P, G3, G5,    </p> <p>Introduction to the world of work - Work Experience; opportunity for students to sample a career area they are interested in, get a sense of the industry and speak to employees and employers about the entry requirements, LMI & progression routes. Build employability skills and keep a diary to enable them to evidence these skills at a later date – I, G3, G5, G6,    </p>
	<p>Careers & Higher Education Advice - Individual Interview with an independent and impartial careers advisor, students complete a ‘Looking Ahead’ form which encourages them to think about their future education and career plans. Appointments scheduled for Pupil Premium students and students identified from ‘LA form’ as benefiting from interview. All other students may request a careers interview via the ‘LA Form’ - I, G2, G3, G8,    </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of subject for a wide range of future career paths – G2, G3, G4,  </p>		

CEIAG Programme for Year 13

Year	Autumn	Spring	Summer
Y13	<p>Ensure early applicants meet October deadline - Individual Personal Statement and strategy meeting with Director of Sixth Form – I, G3, </p> <p>University interview preparation - Mock Interviews, priority given to Medics & Oxbridge students – I, G3, </p> <p>Preparation for HE - Developing Intellectual Curiosity Sessions, helps students prepare for higher education – SM, G3, </p> <p>Check progress on Personal Statement - Personal Statement meeting for all students with relevant subject member of staff – I, G3, </p> <p>Individual interviews for all non-UCAS students – I, G3, </p>	<p>Advice on responding to UCAS offers - Sixth form team and form tutors track, monitor and discuss the progress of each student's application – I, G3, </p>	<p>Assist with confirmation and clearing – Results service provided – I, G3, </p>
	<p>Introduction to the world of work & opportunity to develop employability skills – Students sign up for the Enrichment Programme, this gives students the opportunity to enhance their employability or soft skills by volunteering over a 7 month period on a fortnightly basis. Students keep a diary of skills learnt to help them evidence skills for their CV and personal statement. Students who do not wish to volunteer take part in the lower school mentoring programme, working with subject classes – I, G3, G5, G6,    </p> <p>Careers advice - Opportunity for Individual HE & Careers Interviews, students wishing to meet with an independent and impartial careers advisor may request an interview - I, G3, G5, G6,    </p> <p>Linking curriculum learning to careers – Teaching staff highlight the relevance of subject for a wide range of future career paths – G2, G3, G4,  </p>		