

Park High School Careers Programme Overview 2024 - 2025

Incorporating the Gatsby Benchmarks and CDI Framework



G - Grow throughout life E – Explore possibilities M – Manage career

C – Create opportunities B – Balance life and work S – See the bigger picture

Our careers programme inspires curiosity, challenges perceptions and raises aspirations.

Park High School Careers Programme Overview 2024 - 2025

Year group	Event	Term Date	Notes
7	Job of the week at registration time	Summer Term 2	Broadening students awareness of jobs available and labour market information.
7	Careers Fair	Autumn Term 1	Students attend during lunch period to speak with visitors from FE, HE and companies
7	Introduction to Careers Assembly	Spring Term 1	Introduction to the Careers Team
7	National Apprenticeship Week	Spring Term 1	Presentation about apprenticeships. Understanding post 16 pathways.
7	Assembly	Spring Term 2	Careers assembly linking curiosity character virtue
7	National Careers Week	Spring Term 2	Variety of careers activities over the week both in and out of lessons. Careers treasure hunt - How maths topics link with different careers.
7	Where do I see Myself? Virtual Live Speed Networking	Spring Term 2	6 week programme. Hearing from a range of external employers about their job role. Linking to character virtue of curiosity.
7	Introduction to Unifrog	Summer Term 2 and throughout the year	Students create a Unifrog account and complete the interests quiz. Students log use of Park High Character Virtues using competency tool.
7	Unifrog	Summer Term 2	Exploring career pathways that suit me

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Year group	Event	Term Date	Notes
8	Job of the week at registration time	Throughout the year	Looking at a wide range of careers and being aware of the range of possible jobs. Identifying common sources of information about the labour market.
8	Careers Fair	Autumn Term 1	Students attend during lunch period to speak with visitors from FE, HE and companies
8	National Apprenticeship Week	Spring Term 1	Presentation about apprenticeships. Understanding post 16 pathways.
8	Assembly	Spring Term 2	Careers assembly linking curiosity character virtue to careers programme.
8	National Careers Week	Spring Term 2	Variety of careers activities over the week both in and out of lessons. Careers treasure hunt - How maths topics link with different careers.
8	Where do I see Myself? Virtual Live Speed Networking	Spring Term 2	6 week programme. Hearing from a range of external employers about their job role. Linking to character virtue of curiosity.
8	Refresher of Unifrog	Termly	Complete exploring career pathways that suit me
8	Registration activity	Spring Term 2	Understanding different qualifications and pathways.

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Year group	Event	Term Date	Notes
9	Job of the week at registration time	Throughout the year	Looking at a wide range of careers and being aware of the range of possible jobs. Identifying common sources of information about the labour market.
9	Careers Fair	Autumn 1	Students attend during lunch period to speak with visitors from FE, HE and companies
9	National Apprenticeship Week	Spring Term 1	Presentation about apprenticeships. Understanding post 16 pathways.
9	Assembly	Spring Term 2	Careers assembly linking curiosity character virtue
9	Group career workshops	Spring Term 2	Careers & Employability Coordinator and Independent Careers Adviser deliver Preferences workshop to each tutor group.
9	Preferences Evening	Spring Term 2	Careers & Employability Coordinator and Independent Careers Adviser attend evening and speak with parents/carers and students.
9	Parents/Carers Evenings	Spring Term 2	Careers & Employability Coordinator attends Parents Evenings
9	National Careers Week	Spring Term 2	Variety of careers activities over the week both in and out of lessons. Careers treasure hunt - How maths topics link with different careers.
9	Where do I see Myself? Virtual Live Speed Networking	Spring Term 2	6 week programme. Hearing from a range of external employers about their job role. Linking to character virtue of curiosity.
9	CV preparation	Summer Term 2 and throughout the year	Programme during registration time to create their CV.
9	Review Day	Summer Term 2	Work Experience Administrator in attendance to speak with parents/carers about work experience in Year 10.

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10	Registration activities	Continuous throughout the year	Post 16 pathways, personal development action plan, Planning my route work experience,
10	CV Preparation Programme	Autumn Term 1	Programme during registration time to create their CV.
10	Work Experience Launch assembly	Autumn Term 1	Careers & Employability Coordinator launches work experience through an assembly. Benefits, expectations, locations.
10	Careers Fair	Autumn Term 1	Students attend during lunch period to speak with visitors from FE, HE and companies
10	Top tips for interviews.	Autumn Term 2	Live teams presentation by SCS Railways.
10	Mock Interview Event	Autumn Term 2	External employers interview students and provide feedback.
10	National Apprenticeship Week	Spring Term 1	Activities during the week during tutor time. Presentation from Department of Work and Pensions.
10	Assembly	Spring Term 2	Careers assembly linking curiosity character virtue
10	National Careers Week	Spring Term 2	Variety of careers activities over the week both in and out of lessons. Careers treasure hunt - How maths topics link with different careers.
10	Where do I see Myself? Virtual Live Speed Networking	Spring Term 2	6 week programme. Hearing from a range of external employers about their job role. Linking to character virtue of curiosity.
10	Career guidance meeting	Summer Term 1	1:1 career guidance meetings begin with independent careers adviser.
10	Personal Safety	Summer Term 2	In person presentation by Safer Schools Police Officer on Personal Safety during work experience
10	Assembly	Summer Term 2	Expectations during work experience
10	Parents Evenings	Summer Term 2	Careers & Employability Coordinator attends Parents Evenings
10	Work Experience	Summer Term 2	Students attend a one week work experience placement which they have to source
10	Work Experience debrief	Summer Term 2	Students share their work experience with their form, complete evaluation, start preparing their Park High Portfolio, update their CV
10	Group meeting for SEN parents/carers	Summer Term 2	Careers & Employability Coordinator, SENCO and Careers adviser attend to explain post 16 options.

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Year group	Event	Term Date	Notes
11	Weekly registration activity	Throughout the year	Topics range from post 16 and post 18 options, UCAS website, self evaluation of their progress check, revision techniques, open days, live Q & A sessions, application forms.
11	Career guidance meeting	September - February	Students attend a one to one meeting with Level 7 qualified Careers Adviser
11	Assembly	Autumn Term 1	Introduction to Mr Clarke, Head of Sixth Form and Careers Team
11	Year 11 Curriculum Evening	Autumn Term 1	Careers & Employability Coordinator provides information on post 16 pathways to parents/carers.
11	SEN annual reviews	Autumn Term 1	Independent Careers Adviser or Careers & Employability Coordinator attend the annual reviews.
11	Careers Fair	Autumn Term 1	Wide range of Colleges, Apprenticeship and Traineeship providers, universities and employers.
11	Review Day	Autumn Term 1	Careers & Employability Coordinator in attendance to speak with parents/carers.
11	Visit to Park High Sixth Form	Autumn Term 2	Tutor groups visit the Sixth Form for a presentation from Head of Sixth Form and students.
11	Park High Sixth Form Open Evening	Autumn Term 2	Parents/ Carers attend presentation followed by talks with A level subject teachers.
11	Day in the Life of	Autumn Term 2	Students attend Park High Sixth Form or a local College to experience a day of lessons.
11	Post 16 Transition meetings	Spring Term 1	All students attend a transition meeting about their post 16 pathway.
11	Attendance at Parents/Carers Evenings	Spring Term 1	Careers & Employability Coordinator is in attendance.
11	National Apprenticeship Week	Spring Term 1	Activities during the week during tutor time. Presentation from Department of Work and Pensions.
11	National Careers Week	Spring Term 2	Variety of careers activities over the week both in and out of lessons. Careers treasure hunt - How maths topics link with different careers.
11	Where do I see Myself? Virtual Live Speed Networking	Spring Term 2	6 week programme. Hearing from a range of external employers about their job role. Linking to character virtue of curiosity.
11	GCSE Results Day	Summer Term 2	Careers & Employability Coordinator and Careers Adviser in attendance to provide support and advice.

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Year group	Event	Term Date	Notes
Sixth Form	Opportunities continuously advertised on the Padlet	throughout the year	Virtual work experience, insight days, apprenticeships, webinars
Sixth Form	Apprenticeship Padlet	throughout the year	Padlet advertising apprenticeship vacancies.
Sixth Form	Careers Fair	Autumn Term 1	Opportunity to speak with FE, HE, Employers about post 18 pathways.
Sixth Form	Creating a successful CV	Spring Term 1	Presentation delivered by Career Compass.
Sixth Form	Apprenticeship presentation	Spring Term 1	In house presentation.
Sixth Form	The changing world of work LMI implications for London	Spring Term 1	In person presentation. Economist from GLA Monet Durieux & Susan Mehmi DWP
Year 12	Career guidance meetings	Autumn Term 2	Interviews for students new to Park High Sixth Form
Year 12	Post 18 Pathways	Spring Term 1	Presentation on post 18 pathways.
Year 12	Live Teams presentation. Networking Skills and employability skills	Spring Term 1	Live Teams presentation by external provider.
Year 12	Personal Statements	Spring Term 1	Presentation by University of Leicester + workbook
Year 12	UCAS Fair	Spring Term 2	Opportunity to explore post 18 options
Year 12	Employability Day	Spring Term 2	External employers interview students, provide feedback and observe team working challenge
Year 12	Post 18 Options Week	Summer Term 2	Variety of activities linked to progression after Year 12. University and Apprenticeship Festival visits.
Year 13	Student Finance	Spring Term 1	In person presentation by University of Hertfordshire

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Where do I see Myself guest speakers

Live, Virtual Employer Talks, during registration. Linking Curiosity Character Virtue with Careers.

Year group	Speaker	Date	Job role
7, 8, 9	Manisha Menan	Tues 27 Feb 24	Career in Radiography
10, 11, 12, 13	Calvin Johnson	Wed 28 Feb 24	Head of International Pharmacovigiance. AbbVie.
7, 8, 9	Giles King	Tues 5 March 24	Mayfair Captial Investment Mangement.
10, 11, 12, 13	Asib Ali	Wed 6 March 24	International Tax Adviser. MIQ Digital Ltd
7, 8, 9	Karyn Sansom	Tues 12 Mar 24	Engineer.
10, 11, 12, 13	Neha Mongia	Wed 13 Mar 24	Korn Ferry
7, 8, 9	Jena Kantharuban	Tues 19 March 24	Reinsurance Broker
10, 11, 12, 13	Matthew Smith	Wed 20 Mar 24	Social Researcher. HMRC
10, 11, 12, 13	Mel Cummings	Wed 27 March 24	Freelance Concept Artist. Self-Employed
12	Angela Sicolt	Fricay 3 May 24	Project Manager. Kao
12	Agatha Hunt	Thurs 16 May 24	Trainee Solicitor. Mischcon de Reya
12	Wendy Melville	Friday 17 May 24	Marketing Director. Melles Consulting.
7, 8, 9, 10, 12	Dharmesh Sheth	Wed 22 May 24	Journalist & Reporter, Sky Sports. Ex Alumni.
12	Matt Harrison	Friday 24 May 24	Architect. Flanagan Lawrence.
12	Tenele Khoza	Friday 14 June 24	Maritime Civil Engineer, Atkins
12	Pietro Marino	Friday 28 June 24	Disputes Lawyer
7, 8, 9, 10	Giovanna Scocco	Tuesday 2 July 24	Clinical Systems Designer, University College Hospital, NHS Trust
12	Henrietta Whitlock	Friday 12 July	Careers in Accountancy
7, 8, 9, 10	Nicola Asker	Wed 17 July 24	Senior Asset Manager (Compressors) National Gas

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