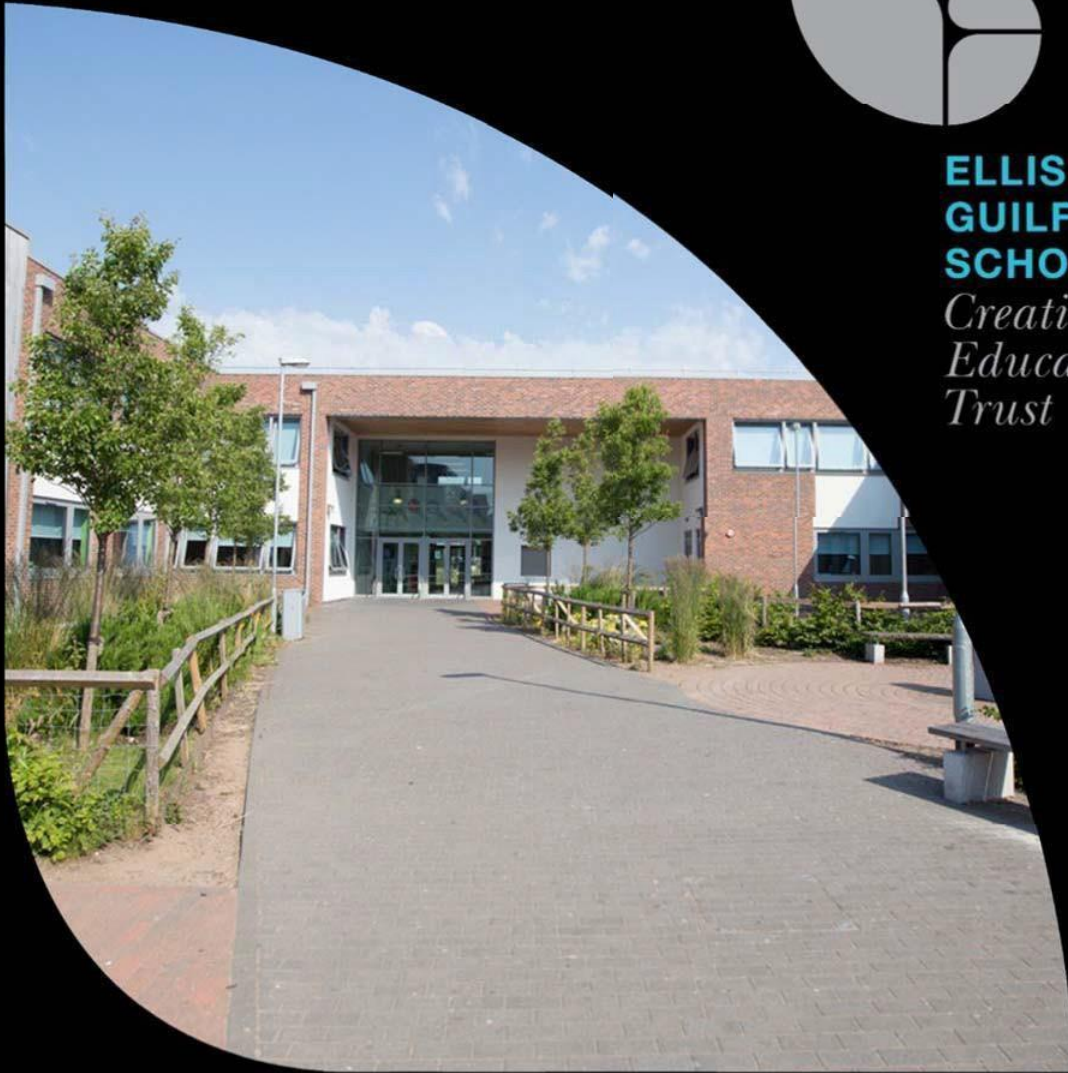




**ELLIS
GUILFORD
SCHOOL**
*Creative
Education
Trust*



Careers Education 2025-2026

Careers Education Programme – 2025/2026 Information

Whether going on to a great university, securing an apprenticeship, or entering the workplace, we want every young person who leaves The Ellis Guilford School to have choices in life. That is why, as well as academic excellence, we seek to ensure that we provide the best possible careers education, support, guidance and unique extra-curricular opportunities for every pupil to discover where they excel. Our Ellis Extra programme focusses on activities which will prepare pupils for 'life after Ellis' with a careers focus every single week for all children in the school during assembly.

Careers at Ellis Guilford School is led by our Assistant Principal for Quality of Education:

Mrs Jordan Platten, tel:0115 9131338. Email: jordan.platten@ellisguilfordschool.org.uk

In line with the requirements and expectations laid out by the Department for Education for Careers Education, Information, Advice and Guidance (2018), Ellis Guilford School provides the following programme of careers, employability and enterprise education from Year 7 to 11.

Curriculum-based Delivery

Year	Activity	Term	Delivery
7	Dream Job	Autumn 1	Character Curriculum
	Career Journeys	Autumn 1	Character Curriculum
	Who am I?	Autumn 1	Character Curriculum
	Exploring Possibilities	Autumn 2	Character Curriculum
	What is a Career?	Autumn 2	Character Curriculum
	What is an entrepreneur?	Autumn 2	Character Curriculum
	Work/Life Balance	Spring 1	Character Curriculum
	Careers and the Future (Labour Market)	Spring 2	Character Curriculum
8	Labour Market – Local possibilities	Autumn 1	Character Curriculum
	Career Journeys	Autumn 1	Character Curriculum
	Individual interests	Autumn 1	Character Curriculum
	Superhero CVs	Autumn 1	Character Curriculum
	Employability Skills	Autumn 1	Character Curriculum
	Career Challenges and Rewards	Autumn 2	Character Curriculum
	Impacts on life	Autumn 2	Character Curriculum
	Meaning of Success	Spring 1	Character Curriculum
	Environmental Careers	Spring 2	Character Curriculum
9	Careers Journeys	Autumn 1	Character Curriculum
	Labour Market information – future roles	Autumn 1	Character Curriculum
	Skill recognition	Autumn 1	Character Curriculum
	Post 16 Pathways	Autumn 1	Character Curriculum
	Post 16 Choices	Autumn 1	Character Curriculum
	Decision Making – Options and the Future	Autumn 2	Character Curriculum
	Controlling your journey	Autumn 2	Character Curriculum
	Managing earnings	Autumn 2	Character Curriculum
	The Labour Market	Spring 1	Character Curriculum
		Spring 2	Character Curriculum

Year	Activity	Term	Delivery
10	Career Journeys & GCSEs	Autumn 1	Character Curriculum
	Labour Market shifts	Autumn 1	Character Curriculum
	Controlling the narrative – past, Present and future	Autumn 1	Character Curriculum
	Employer Profiles	Autumn 1	Character Curriculum
	Post 16 – choices	Autumn 1	Character Curriculum
	Career Types	Autumn 2	Character Curriculum
	Workplace Wellbeing	Autumn 2	Character Curriculum
	Employability Skills	Autumn 2	RSMS Curriculum
	Pay (tax, NI, Pensions)	Autumn 2	RSMS Curriculum
	Budgeting wages	Autumn 2	RSMS Curriculum
	Modern ways of working	Spring 1	Character Curriculum
	Personal Statements	Spring 1	RSMS Curriculum
	Creating CVs	Spring 1	RSMS Curriculum
	Digital Footprints & Careers	Spring 1	RSMS Curriculum
	Preparing for WEX	Spring 2	Character Curriculum
	Work Experience	Summer 2	Various Locations
	Post 16 Application	Summer 2	RSMS Curriculum
	11	Labour Market and choices	Autumn 1
Employability Skills		Autumn 1	Character Curriculum
Post 16 Choices		Autumn 1	Character Curriculum
Decision Making Skills		Autumn 2	Character Curriculum
Volunteering and paid work		Autumn 2	Character Curriculum
Apprenticeships		Spring 1	Character Curriculum
Higher Education		Spring 1	Character Curriculum
AI – Impact on jobs		Spring 2	Character Curriculum

Extended activities/drop down activities

Year	Activity	Provider	Delivery
7	Green Village Project Day – creating a sustainable village.	Wilmott Dixon	Workshop sessions
	Careers Fair	Various	
	Network Rail (Lightbulb Moments)	Network Rail	Workshop sessions / Employer Insight
8	Careers Fair	Various	
	KPMG Work Ready	KPMG	Workshop sessions / Employer Insight
9	Careers Fair	Various	
	Kier Construction	Vijay Rathore	Employer Insight
	Ideagen/Think Big – Marketing/Access to sport business enterprise	NFFC – Think Big	Employer Insight / Apprenticeship Information
10	Mock Interviews (Employer focus)	Various Employers	Allocated Appointments
	Careers Fair	Various	
	Careers Guidance Interviews	Luminate Careers	1:1 Guidance Interviews

Year	Activity	Provider	Delivery
	Work Experience	Various	
11	Careers Fair	Various	
	Post 16 – Djanogly City Academy	J. Irons DCA Sixth Form	Visiting Speaker
	Post 16 – NUSA Sixth Form	L. Strawson NUSA Sixth Form	Visiting Speaker
	Post-16 Options (A-Level, Vocational, T-Level, Apprenticeship)	Emma Stevens Nottingham College	Visiting Speaker
	Careers Guidance Interviews	Luminate Careers	1:1 guidance interview with Careers Advisor

Further information about the school’s programme is available from the Careers Leader. The information is reviewed at the end of each academic year. The impact of the programme is measured by the Trust in terms of pupils’ destinations. The school monitors its provision through analysis of pupils’ responses and satisfaction. Each year the school seek to adjust their careers provision with input from staff, pupils, parents and employers. Our most recent change sees a dedicated twenty minute careers session each week for every pupil in school during their assembly. Pupils will be exposed to stories, experiences and talks from professionals in a range of different sectors to widen their understanding of the world of work and roles available to them.

At Ellis Guilford School, the following parent and student entitlement lays out our commitment to providing a high-quality careers, employability and enterprise programme with support from key professionals including; careers advisers, local and national business links, Think Forward and widening participation staff.

Pupil, parent and carer entitlement statement for Careers Education, Information, Advice and Guidance

Pupils are entitled to careers education, information, advice and guidance that is impartial and confidential. It will be integrated into your experience of the whole curriculum, based on a partnership with you and your parents or carers. The programme will promote equality of opportunity, diversity and inclusion.

All pupils in the school will:

Take part in a careers programme in years 7 to 11 that helps them to:

- understand their education, training, employment and other progression opportunities develop the skills they need to plan and manage their own personal development and career progression
- access relevant information and learning from taster activities and experience of work places
- make and maintain individual progression plans to help them improve their prospects of success
- offer feedback and ideas on how to improve the careers programme Have access to, and support with using careers information that is:
 - easy to find and available at convenient times and in convenient locations, including on the Academy’s website
 - clearly labelled and referenced
 - comprehensive, giving details of all progression opportunities and associated support arrangements such as financial help
 - un-biased and up-to-date.

- obtain careers guidance that is:
 - Impartial
 - confidential
 - focused, on individual needs and fit for purpose supportive of equal opportunities
 - provided by people with relevant training and expertise.

Pupils are encouraged to review their entitlement regularly within the Character Curriculum with their tutor and designated RSMS lessons.

All parents and carers can expect to:

- be able to make an appointment with a member of staff or specialist careers adviser to discuss their children's progress and future prospects on Options at 13, 16 and during Post-16 evening sessions
- be invited to look at schemes of work, and careers activities, information and resources, and to use and contribute to them if they wish
- receive invitations to take part in careers and information events such as mock interviews or career fairs
- have the opportunity to comment on the usefulness of the careers programme for their children and how it could be improved.

As listed in our programme above we rely on our business and voluntary sectors to support our careers, employability and enterprise programme.

Information and feedback from pupils, parents, staff and our external partners about events and opportunities for careers, employability and enterprise are through (Website, Facebook, Instagram, Careers Fairs, etc.) Pupils are encouraged to keep records of how they are developing their personal and employability skills using their Unifrog account.

The school evaluates the careers programme through termly Compass evaluations against the 8 Gatsby Benchmarks. At the end of each year an analysis of the careers programme is carried out to help the school improve its offer to each year group.

Information regarding destination trends of our pupils is available on request from our Careers Leader.

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