

# Careers Programme Information

We aim to ensure a high quality of vocational and careers education for young people with special educational needs, to be delivered in a meaningful and appropriate way for their needs and circumstances.

Our vision is to raise aspirations and increase opportunities our pupils have of finding quality, paid employment in later life.

Through person-centered planning with the Education, Health & Care plans at the centre, we support students to articulate their aspirations for adult life, including for many their aspiration to work.

Strands of Careers Education at Options Barton School.

In order to support students to achieve their aspirations, careers education at Options Barton consists of the following strands:

- 1)** Planned career lessons to support students to identify their skills, interests and talents. Including CV writing, interview techniques and applications.
- 2)** Work Related Learning opportunities offering meaningful vocational experiences using our fantastic onsite facilities and, local community.
- 3)** A varied programme of enterprise activities, with a focus on social enterprise projects.
- 4)** Onsite work experience placements such as working in the school office, garden and catering, to name a few.
- 5)** Off Site Work Experience at local businesses and charities.
- 6)** Support, including 1:1 and group sessions with our OFG Futures advisor, and visits to local Colleges, access to the local enterprise advisor, planning next steps once leaving school, meaningful encounters with providers of technical qualifications and apprentices.
- 7)** Qualifications linked to careers and Personal Development and Independent skills, Living in the community and preparation for Life and Employment.
- 8)** Adsan Personal Progress linked to preparation to adulthood for students on our pathway to independence.
- 9)** Financial literacy and budgeting where appropriate for students.
- 10)** Encounters with employees and employers for all students.

## Careers Education Summary

| Key Stage 2 | Careers Education Focus  |
|-------------|--|
| Years 3-6   | <ul style="list-style-type: none"> <li>• Role-play of work-related activities</li> <li>• Joining with and observing older learners carrying out vocational activities in school</li> <li>• Education, Health &amp; Care Plan Transition Review</li> <li>• Working together with students and families to identify aspirations and goals for the future</li> <li>• Inspirational visitors/Employer engagement activities, participation in the annual careers events.</li> <li>• Involvement in fundraising and enterprise activities</li> <li>• Opportunities for onsite work experience placements</li> <li>• Opportunities for 1:1 and/or group sessions with our OFG Futures Advisor and Local Enterprise Advisors.</li> <li>• Participation in Options Barton Careers week</li> </ul>  |
| Key Stage 3 | Careers Education Focus  |
| Years 7-9   | <ul style="list-style-type: none"> <li>• Classroom Lessons following the Incredible Futures Careers curriculum incorporating CDI Framework and AQA Unit Award Scheme</li> <li>• Role-play of work-related activities</li> <li>• Education, Health &amp; Care Plan Transition Review</li> <li>• Working together with students and families to identify aspirations and goals for the future</li> <li>• Inspirational visitors/Employer engagement activities</li> <li>• Enterprise activities</li> <li>• Offsite visits to local businesses.</li> <li>• Opportunities for onsite work experience placements</li> <li>• 1:1 and/or group sessions with our OFG Futures Advisor.</li> <li>• Participation in Options Barton Careers week</li> </ul>  |
| Key Stage 4 | Careers Education Focus  |
| Years 10-11 | <ul style="list-style-type: none"> <li>• Classroom Lessons following Incredible Futures Careers curriculum incorporating CDI Framework and AQA Unit Award Scheme (if appropriate).</li> <li>• Accessing Princes Trust Personal Development and Employability Skills qualification (where appropriate)</li> <li>• Functional Skills lessons understanding what jobs are for and introducing concepts of making money and budgeting where appropriate.</li> <li>• Lessons focused on understanding and writing CV's, applying for jobs, interview practice and appropriate behaviour.</li> <li>• Mock and real interviews for positions</li> <li>• On-site work-related learning activities such as working in as Teaching Assistants, Gardening and running the bistro.</li> <li>• Opportunities for first offsite work experience placement in local business or charity.</li> <li>• 1:1 and/or group sessions with our OFG Futures Advisor to create a Moving on plan.</li> </ul> |

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|                    | <ul style="list-style-type: none"> <li>• Education, Health &amp; Care Plan Transition Review</li> <li>• Working together with students and families to identify aspirations and goals for the future.</li> <li>• Supporting students with transition to mainstream college for those who choose to do so.</li> <li>• Participation in Options Barton Careers week</li> </ul>   |
| <b>Key Stage 5</b> | <b>Careers Education Focus</b>   |
| Years 12-14        | <ul style="list-style-type: none"> <li>• Classroom Lessons following Incredible Futures Careers curriculum incorporating CDI Framework and AQA Unit Award Scheme (if appropriate)</li> <li>• Accessing Princes Trust Personal Development and Employability Skills qualification (where appropriate)</li> <li>• Increase in on/off-site work-related learning activities to include Enterprise, Cake bake and sale, reading to younger students, community work experiences (see provider access policy)</li> <li>• Lessons to develop understanding on processes involved in searching for and finding a job. Including developing CV's, interview techniques and applications, where appropriate.</li> <li>• Visits to Skills and Employment Fairs</li> <li>• Mock and real interviews for positions</li> <li>• 1:1 and/or group sessions with our OFG Futures Advisor to create an Impartial review or moving on plan.</li> <li>• Visits to appropriate Colleges and FE Institutes</li> <li>• Offsite visits to local businesses</li> <li>• Participation in Options Barton Careers week</li> <li>• Life Skills curriculum which links to AQA Unit Award accreditation including Entry level Awards, Certificate, Extended Certificate and diploma</li> <li>• Working together with students and families to identify aspirations and goals for the future through a Vocational Profile.</li> <li>• Supporting students with transition from school to appropriate further education</li> </ul> |

## External Partners and Supporting Agencies

In order to provide quality careers education, Options Barto works with a range of external agencies, businesses and charities, including:

- Barclays Bank
- Mires Beck
- DWP – Job Centre Plus
- Alpacas and Friends
- Humber Llamas
- Humberside Fire Service
- Humberside Police
- Bishop Burton College
- Linkage
- North Lindsey College
- Skills Centre Plus
- Morgan Sindall Property Services
- Run with it

# On-site Work-Related Learning Opportunities

## **Bistro**

Pupils take part in various roles including waiter/waitress, cleaner, pot washer and preparing snacks and treats for their peers and staff within the school.

## **Gardening in our Grow and Cook Garden**

Pupils can help to take care of our fabulous garden, where we grow an array of plants, flowers, fruits and vegetable. Our garden is open throughout the year so that pupils can learn how to care for the garden across all seasons.

## **Recycling Monitor**

Pupils use telephone skills to book collection times and collect recycling boxes from all classrooms, offices and therapy rooms. They are responsible for wearing the correct PPE and ensure the recycling is organised appropriately and disposed of safely.

## **Lunchtime Assistant**

Students will be responsible for setting the dining room up for lunchtime. They will ensure all tables have sufficient cutlery, refreshments and fruit. Throughout lunchtime, they will clear and clean tables and then re-set them for the next lunch sitting. Some also help serve the lunches.

## **Teaching Assistant**

Pupils can support with leading sessions for younger students, They may be involved in planning, preparing and delivering a range of activities.

## **Story Telling**

Pupils who enjoy reading have the opportunity to engage and inspire younger or less able reader to enjoy stories. This can happen 1:1 or in small groups depending on confidence level.

## **Social Enterprise**

Pupils carry out a wide range of Social Enterprise activities, raising money for local charities and national fundraising events.

**School Office**

Pupils can learn office skills including answering the telephone, using the photocopying and filing.

**Jobs around School**

Students take part in many activities across the school grounds, helping create and prepare resources for display boards, cleaning activities and general repair activities.

Careers Leader: Carol Botterill

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