



## Careers Policy

**Review Period:** Yearly

**Status:** Non-Statutory

**Next Review Date:** Spring 2023

### Our Mission

*To create a successful and unique journey for every young man so that he is:*

Nurtured to be **Resilient**;

Supported to develop **Independence**;

**Cooperative** and his interpersonal skills are enhanced through **Encouragement**;

**Enabled** to be confident and tolerant.

**Empowered** to be responsible.

We intend to raise pupil's aspirations and enable them to make informed decisions about their future studies and career options. We strive to provide a comprehensive and progressive careers programme that enables pupils to successfully transition to the exciting next stage of their journey.

### **Our Approach**

We are working towards achieving the 8 Gatsby Benchmarks of good career guidance identified in a report published by Lord Sainsbury's Gatsby Charitable Foundation in 2014 and use the [Compass Careers Benchmark Tool](#) to evaluate our provision on a termly basis. We continue to develop our practice using the [SEND Gatsby Benchmark Toolkit](#) and are a member of a SEND Careers cluster group with several other special schools in the area Chaired by our Enterprise Advisor Lisa Hobbs.

### The Gatsby Benchmarks

1. A stable careers programme.
2. Learning from career and labour market information.
3. Addressing the needs of each pupil.
4. Linking curriculum learning to careers.
5. Encounters with employers and employees.
6. Experiences of workplaces.
7. Encounters with further and higher education.
8. Personal guidance.

### **Responsibilities:**

- Sunnydown Careers lead
- Careers Link Governor
- Careers SLT link
- Careers assistant

**Ben Wright**

**Lindsey Stedman**

**Paul Jensen** - Head teacher

**Lynne McCarthy** – LTA

**Claire Brooks** – TA

# SUNNYDOWN SCHOOL

Portley House, 152 Whyteleafe Road, Caterham, Surrey, CR3 5ED

t. 01883 342281 / 346502 f. 01883 341342

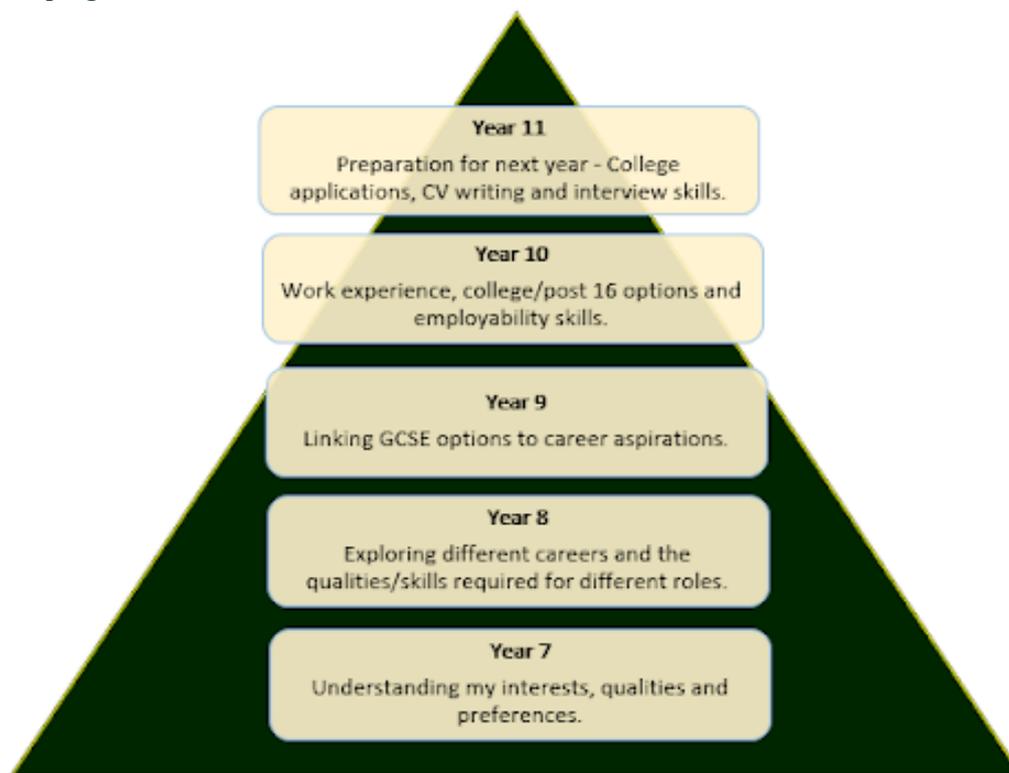
e. office@sunnydown.surrey.sch.uk

www.sunnydown.surrey.sch.uk

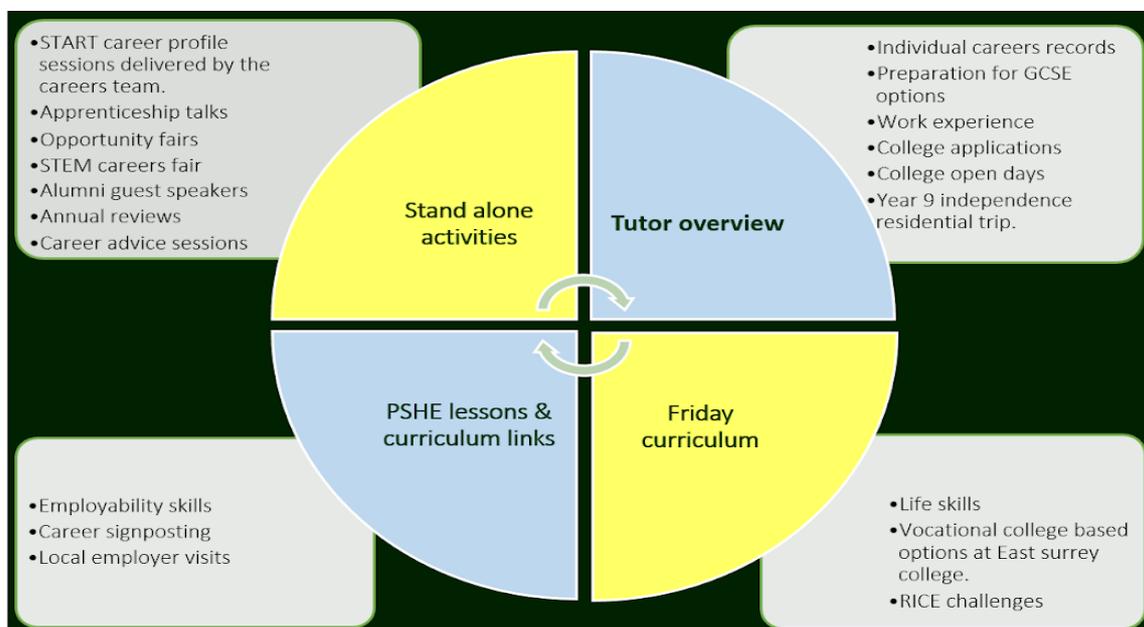
Headteacher Mr Paul Jensen B.Ed Grad Dip (SEBD) NPQH



## Sunnydown Careers programme 2021/22



## Our delivery model





## Careers profiles

All Sunnydown pupils will have regular access to the [START online Careers platform](#), which is a comprehensive web based resource designed to connect pupils with their future career potential. Each pupil builds his own unique profile and record of achievement over time. This journey starts in Year 7 as pupils start to identify their interests, work preferences and importantly their qualities although these can change over time.

The screenshot shows the START online Careers platform interface. At the top, there is a search bar and navigation icons for 'My Profile', 'World of Work', 'What To Study', 'Where To Learn', 'Employability', and 'Log Out'. The main content area is divided into several sections:

- My Activities:** A section titled 'Introduction to Employability Action Plan' with a 'Open Activity' button. Below it is a link to 'See all modules and activities'.
- Jobs You Should Know About:** A grid of job roles including Project Manager, Graphic Designer, Social Worker, Care Worker, and Energy and Environmental Engineer. A link to 'See more jobs I should know about' is provided.
- Jobs Based on Your Profile:** A grid of job roles including Jeweller, Model Maker, Illustrator, Prop Maker, and Sculptor. A link to 'See more jobs based on my profile' is provided.
- My Locker:** A section for adding items to a locker, with a dropdown menu and a 'Go' button.
- Featured Articles:** A list of articles including 'Work Experience at CERN, How Cool is That?' and 'Break the mould with a Coca-Cola Apprenticeship'.

On the left side, there is a user profile for Sofia Thomas, Year 9, with sections for 'Profile Progress', 'My Activities', 'About Me', 'My Interests', 'My Work Preferences', 'My Skills', 'My Qualities', and 'My Likes'.

## Partnerships

Sunnydown has established effective partnerships to enhance our provision for the young men. Partners include:

- Enterprise Advisor - **Lisa Hobbs** - Coast to Capital local Enterprise partnership
- Local business Advisor - **Jemma Pritchard-Smith** of Impellam
- ALPS Network Manager - **Sue Taylor** - Association of learning Providers in Surrey
- Whitecaps - **William Laven** (Alumni) Apprenticeships advisor
- CDI (careers development institute)
- SEND Careers cluster group including Coast to capital, Limpsfield Grange, Woodfield School, The Orpheus Centre, Young Epilepsy, Job centre plus and NESOCOT.
- East Surrey College
- Local employers

# SUNNYDOWN SCHOOL

Portley House, 152 Whyteleafe Road, Caterham, Surrey, CR3 5ED

t. 01883 342281 / 346502 f. 01883 341342

e. office@sunnydown.surrey.sch.uk

www.sunnydown.surrey.sch.uk

Headteacher Mr Paul Jensen B.Ed Grad Dip (SEBD) NPQH



## Local business links

Sunnydown hosts an annual business breakfast for local businesses and our career partners to enhance links with local employers and to look at ways that we can collectively enhance our provision.

## Equality and diversity

Equality and Diversity Careers education is provided to all Sunnydown students. All individuals are encouraged to follow career paths that suit their interests, skills and strengths.

## Staff development

Senior leaders and the careers lead are responsible for delivering key information and updates to staff regarding our statutory requirements and Careers development updates.

Senior leaders and the Careers lead are responsible for identifying CPD (continued professional development) opportunities for Sunnydown staff.

The Careers lead and Careers assistants will attend local authority training and updates and disseminate relevant information to staff.

The Careers lead achieved a Level 6 accredited Careers leader Training by June 2020.

Two Careers assistants attended Level 4 Careers assistant training in 2020.

The school will source an external Careers Advisor (Level 6) with a view to a Sunnydown member of staff achieving the qualification in the future.

## Review process

This Careers policy is reviewed annually by the Careers lead in consultation with the Head teacher, SLT and Careers link governor. Enhancements are made where necessary and the policy is then submitted to the full governing body for approval.