



*Creative  
Education  
Trust*

## Careers Programme Information

Whether going on to a great university, securing an apprenticeship, or entering the workplace, we want every young person who leaves a Creative Education Trust school to have real choices in life. That is why, as well as academic excellence, we seek to ensure that we provide the best possible careers education support and guidance and unique extra-curricular opportunities for every pupil to discover what else they're good at.

Careers at Lynn Grove Academy is led by Bruce Battrick.

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Providers who wish to contact the school to talk about technical education and apprenticeships should contact Bruce Battrick, Careers and Guidance Lead.

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

Year	Theme	Term	Delivery
7	Personnel strengths, setting ambitious targets	Autumn Term	PSHE day, Form Tutor Activities
	Exploring Careers	Spring Term	PSHE Day, Form Tutor activities
		Termly	Visiting speakers
		Termly	Subject leadership
8	Investigating Careers	Termly	Form Tutor Activities/Visiting speakers
	Leadership	Termly	Subject Leadership
	Taking Responsibility	Termly	Admin support
9	Investigating Careers	Termly	Form Tutor Activities/Visiting speakers



	Curriculum Choices	Spring Term	Careers Event U Explore Help You Choose Information Evening Interview
10	Personal statements/CV	Autumn/Spring Term	PSHE Days
	Preparing for Opportunities	Summer Term	Collapsed timetable
	Aim Higher	Spring Term	Uni Taster Day (DP) – UEA
	Work Experience	All Year	Placement in fixed week in July
11	Post 16 applications	Autumn/Spring	Visits to EN and ECC (plus others as required)
	Leadership	Termly	Assembly Interviews Prefects/Subject leaders

Further information about the school's programme is available from the Careers Leader. External providers requesting information and/or advertising opportunities for apprenticeships should contact Bruce Battrick, Careers Co-ordinator in the first instance.

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.

At Lynn Grove Academy 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 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
- 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 tutorial settings and designated CEIAG 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 and 16.
- 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, dedicated e mail link, Facebook and twitter. Pupils are encouraged to keep records of how they are developing their personal and employability skills.

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