



Shoreham Academy

The best in everyone™

Part of United Learning

SHOREHAM ACADEMY

Careers Policy

Updated: September 2025

Next Review: September 2026

Shoreham Academy Careers Policy 2025/26

Values and Vision

Shoreham academy is committed to delivering progressive, skills led careers provision that equips students for success. We strive to deliver fully integrated and engaging opportunities for careers learning across all year groups. Our students centred approach to 1 to 1 support and guidance is designed to ensure students' progress to meaningful further education, training, or employment.

Our aims for all students

- For every student to develop competency in Core Skills for Work and Life*
- To provide 1-2-1 Careers Information, Advice and Guidance to EVERY student in Year 11 & again by year 13
- For all students to benefit from a robust and engaging careers curriculum that equips them for each stage of their 7-year pathway.
- For parents and students to be able to freely access Careers Information, Advice and Guidance

Many students will also benefit from the opportunity to engage in a range of additional provision. Involvement in these opportunities may be elected by the student themselves or referred by curriculum staff for subject specific programmes. These may take the form of clubs, trips, or long running careers related programmes. We work with The Careers and Enterprise Company digital tools to track all of the career's activity and engagement that our students experience.

*Shoreham Academy Core Skills for Work and Life

Our Core Skills for Work and Life support our students to understand and develop the most crucial skills that employers have identified as looking for in their future workforce. Our Skills based curriculum in KS3 is delivered through Unifrog and students will be developing the following.

Our Strategic aims:

- To achieve the Gatsby Benchmarks
- To develop Strategic and Operational Business Partners to help develop our Aims and opportunities for students.

Our Aim's have been developed in accordance with key statutory guidance**. As a part of our yearly review of our careers policy; we plan to ensure that we are not only delivering on our own aims, but also that our provision meets and where possible exceeds these national expectations.

** (The 2002 Education Act, 2010 Equality Act, Careers guidance for colleges (DfE, 2018), The education inspection framework (2019)

Management and delivery

Both the aims and skills above will be delivered through a variety of methods. Students will progress through a careers curriculum that follows a 7-year journey and equips students for each stage.

KS	Mentor delivered	PSHE Delivered	1 to 1 Consultation
KS3	Mentor time will follow the Unifrog programme (coming soon) with consistent and robust reflections on aspirations and key skills for work and life.	Our Careers Week will include targeted provision for KS3.	Year 9's provided with dedicated drop-ins to engage in support with options choice support from their advisor.
KS4	Students will begin a bespoke, mentor delivered careers programme which will prepare them for post 16 decisions, using Unifrog	Our PSHE delivered challenges will cover enterprise activity, skills challenges, and destinations preparation.	Every student will have a 1 to 1 careers consultation by the end of Year 11. This will be by appointment.
KS5	Students will focus on careers related learning and be supported by their mentors and the careers department to work towards their intended destination. Use of Unifrog	Both year 12 and 13 will benefit from an extensive carousel of careers related enrichment. Students will be able to access specific session related to their intended pathway.	By year 13, our sixth form students will have had a 1:1 during their time at sixth form

Careers Information, Advice and Guidance Interviews in Year 11 and KS5

We offer every student in Year 11 and Sixth form at least one 1-2-1 meeting with our Careers Adviser which is:

- Impartial
- Well informed
- Recorded
- Supported by follow up information where necessary.

Enhanced support is available to students who have trouble identifying a post 16 destination as part of our commitment to ensuring appropriate routes of progression.

Impact assessment

Each of our career's activities are scaffolded with specific resources to support the planning, engagement and reflection phases. Our reflection tools support students to expand and deepen the understanding they have gained from careers activity and plan for their next steps. They also capture student feedback so we can ensure our provision is consistently improving. When working with external partners and Business Mentors, we complete a full feedback process that allows industry experts to shape and inform future practice.

Our stakeholders and partners

At Shoreham Academy, we are committed to utilising the expertise of external partners to ensure careers provision best prepares our students for future employment. We provide meaningful encounters with employers in key areas of the curriculum to support careers learning and link it to the world of work.

Shoreham Academy Strategic Business Ambassadors

Our Strategic Business Ambassadors will help us to understand the local and national employment landscape and ensure that our students have up to date and relevant information as well as the opportunity to visit many of our key employers.

Shoreham Academy Business Mentors

In order to give our students lots of opportunities to engage with the widest possible group of people from the world of work, we are developing a core database of people from the world of work who will support our students in a variety of ways including:

- Sharing their career pathways
- Discussing their key skills
- Offering sector insight
- Attending careers events at the Academy
- Supporting Enterprise and Careers Challenge days.

We encourage interest from our parent/carer and wider community to apply to become one of our Business Mentors.

Parents/Carers

An engaged parent/carer community is essential to our career's education at Shoreham academy. We have a wealth of information, advice, and guidance available on firefly to aid parents to support with key conversations around options and destinations. Our careers advisor actively encourages students to discuss the content of 1 to 1 consultation with their parents/carers. Our careers advisor will be available at key parent information and consultation events to answer any questions. Key messages and information will be shared with parents via a regular careers bulletin that will accompany the headteachers messages.

Inclusivity

Ensuring that careers provision is inclusive of and accessible for all students is an overriding objective for our careers department. We will be providing differentiated activities, resources and specialised information advice and guidance to our students with EHCP's and additional provision to those who benefit from intervention from our gateway centre. Our careers programme embeds specific learning on diversity and inclusion in the workplace, preparing our students with an understanding of both their rights and responsibilities.

Contacts

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