Outcomes First Group

Careers programme

Acorn Park School

Updated September 2026

ACORN PARK SCHOOL CAREERS PROGRAMME 2026-27

The Careers Programme relates to the Acorn Park School mission statement 'we care, we strive, we grow, we thrive.'

In order to achieve this, the Careers Programme aims to inform and inspire students, providing advice and guidance to enable them to make decisions that are both realistic and ambitious, while equipping them with the skills, qualifications and experience they need to reach those aspirations. The programme is constructed around the Gatsby Benchmarks to:

- Include career and labour market information
- Address the needs of each student
- Link curriculum learning to careers
- Offer encounters with employers and employees
- Offer experiences of workplaces
- Offer encounters with further and higher education
- Include personal guidance

STUDENT ENTITLEMENT

The Careers Programme will deliver the following entitlements for students:

- Clear advice and information about options available to students when making key decisions for GCSEs, post 16 and post 18
- Use of appropriate support strategies to make plans including 'Help you choose'.
- Attend external careers events.
- Flight path documents will be completed with students from Year 7 onwards. These detail student voice, sharing goals and aspirations for the future. As part of this process we then detail the steps students must take, with support, to achieve their goals and aspirations. This document is revisited through careers education, referenced in the annual review process and serves as a means to check in on their progress towards their goals.
- An understanding of students' own skills and strengths
- Awareness of key employability skills and opportunities to develop these
- Support and guidance to help them make choices and complete a career plan for the future
- Personal support and information through personal guidance
- Practical support with applications, CVs and interview skills
- Opportunities to learn about the world of work and gain inspiration direct from employers and staff
- Home learning activities and resources for careers of the week

The details of this approach are included more specifically in our policy and programme documents in the policy section of our website. This includes our themed weeks, and further details of areas of study per key stage.

ACORN PARK SCHOOL CAREERS PROGRAMME

The programme takes students from year 7 through a structured and integrated combination of lessons, employer engagement and careers-based activities that will enable them to make positive choices when it comes to GCSE options towards the end of Year 8, post-16 and post-18 choices.

Year 7

Considering options and decision-making are key, as students make their GCSE choices towards the end of the academic year. Students are supported to consider:

• How to consider all options and who to ask for advice

- Utilise the Norfolk and Suffolk 'I can be a' careers website
- Skills and Personal qualities audit session
- Flightpath session
- Home learning activities and resources for careers of the week
- The concept of career – different industry sectors, enterprise skills, people skills and social networks
- Engaging with employers through off-site careers events and careers talks in school
- Personal guidance via a career's appointment with the Careers Lead

The programme is delivered through PSHE curriculum, form time and careers lessons.

Year 8

Considering options and decision-making are key, as students make their GCSE choices towards the end of the academic year. Students are supported to consider:

• How to consider all options and who to ask for advice

- Utilise the Norfolk and Suffolk 'I can be a' careers website
- Skills and Personal qualities audit session
- Flightpath session
- Home learning activities and resources for careers of the week
- The concept of career – different industry sectors, enterprise skills, people skills and social networks
- Engaging with employers through off-site careers events and careers talks in school
- Personal guidance via a career's appointment with the Careers Lead

The programme is delivered through PSHE curriculum, form time and careers lessons.

Year 9

Considering options and decision-making are key, as students make their GCSE choices towards the end of the academic year. Students are supported to consider:

• How to consider all options and who to ask for advice

- Utilise the Norfolk and Suffolk 'I can be a' careers website
- Skills and Personal qualities audit session
- Flightpath session
- Home learning activities and resources for careers of the week

- The concept of career – different industry sectors, enterprise skills, people skills and social networks
- Engaging with employers through off-site careers events and careers talks in school
- Personal guidance via a career's appointment with the Careers Lead

The programme is delivered through PSHE curriculum, form time and careers lessons. The Careers Leader is available if required for personal guidance and attends the Year 9 options evening for parents and students.

Year 10

The main focus is on developing an understanding of career opportunities, including apprenticeships, further and higher education, as well as developing students' own employability skills. Students are encouraged to find work experience during holidays where appropriate.

- Utilise the Norfolk and Suffolk 'I can be a' careers website
- Skills and Personal qualities audit session
- Flightpath session
- Weekly employability lessons; focusing on career planning, working safely and making the most of a work placement
- Year group talks – making the most of Year 10, options available at 16+
- Personal guidance via a career's appointment with the Careers Lead
- Engaging with employers through off-site careers events and careers talks in school
- Introduction to work experience and how to apply for jobs
- Home learning activities and resources for careers of the week

Year 11

During Year 11 students will consolidate the information they have gained over the previous years and be able to identify their own strengths and ambitions and be aware of the opportunities available to them. Further careers activity during Year 11 will involve:

- College-led Year group talks - options Post 16 including A Levels, FE and apprenticeships
- Introduction to other online careers resources to enable choices, notably 'I can be a' careers site
- Weekly employability lessons; focusing on interview skills, cv writing and community and environment projects.
- Support in making applications, producing CVs and covering letters
- Personal guidance through individual appointments with careers leader and/or Careers Advisor
- Targeted personal guidance offered based on tutor referrals
- Offer feedback via online surveys and Student Voice
- Home learning activities and resources for careers of the week

Post 16 and 6th form

- College-led Year group talks - options Post 16 including A Levels, FE and apprenticeships
- Support to find suitable work placements, internships, and work experience
- Personalised Curriculum which supports access to work and F.E
- Supported visits and transition plans to local FE provision
- Introduction to other online careers resources to enable choices, notably I can be a
- Support in making applications, producing CVs and covering letters

- Weekly employability lessons; focusing on supporting finding work, avoiding NEET, suitable F.E. placements, where to access support.
- Personal guidance through individual appointments with careers leader and/or Careers Advisor
- Targeted personal guidance offered based on tutor referrals
- Offer feedback via online surveys and Student Voice
- Home learning activities and resources for careers of the week

PARENT COMMUNICATION

Parents are kept informed of careers activity handovers and newsletters. They are invited into talks about options during Year 9 and Year 11. Parents' evenings are held annually for each year group. The Careers Strategy and activity for each year group is available on the website where resources and guidance can also be found. Careers information and resources are shared in weekly 'Futures Friday' Dojos.

EMPLOYERS, BUSINESSES, VOLUNTARY ORGANISTATIONS

Individuals and organisations who would like to get involved in careers activities are very welcome to contact the Careers Leader to discuss relevant opportunities. These include mentoring, CV and interview support, careers talk, attendance at apprenticeship.

MEASURING AND ASSESSING THE IMPACT OF OUR CAREERS PROGRAMME

DfE Destinations Data which analyses post 16 and post 18 choices looking at the variety of student destinations, retention rates and those not in training, education or employment
Careers Leader in post: Miss Callie Oatridge works with the Deputy Headteacher to provide a stable careers programme and internally assess success via a range of sources including student voice, curriculum audit, additional opportunities audit, work scrutiny.
Review of Careers Programme: The Careers policy and programme are reviewed on an annual basis. The Careers Programme was reviewed in September 2025. The careers policy was reviewed in September 2025.

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