

Westfield Academy Careers: Providing an exceptional provision securing the Gatsby Benchmarks for all students (2024-2025)

At Westfield Academy, we are committed to providing the highest quality information, advice, guidance and inspiring opportunities to all students in order to ensure they are fully supported and empowered to shape their future careers. As part of this, we are proud to be able to meet the national Gatsby careers benchmarks and this document outlines our whole-school provision. Our careers programme sits within our Personal Development Curriculum.

Gatsby Benchmarks		
Benchmark 1: A stable careers programme	Every school and college should have an embedded programme of career education and guidance that is known and understood by pupils, parents, teachers and employers.	Westfield Academy is committed to securing the best possible opportunities for all students to be informed and empowered to shape their own career pathways. This provision is underpinned by a strong careers team including the Senior leader responsible for careers, Chris Chalk and the Careers Lead, Katriona Whittingham. The work of the team is supported by the Heads of Learning and the schools dedicated Careers Governor Vj Assani. The programme is evaluated through feedback from students through the future skills questionnaire on Compass+. Evaluative feedback is also gathered from key stakeholders including parents, Academy Staff and employers.
Benchmark 2: Learning from careers and labour market information	Every pupil, and their parents, should have access to good-quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.	All students are provided with a dedicated careers opportunity at least once per year. Through meeting representatives from colleges, universities, apprenticeship providers and employers, students build their knowledge of the careers and labour market. Students are encouraged to carry out their own research on career pathways and this is recorded through Unifrog, the school's careers platform. Sessions in PSHE and in the form time programme are designed to support students to learn about careers and labour market information. In Sixth form, students are provided with up to date opportunities in the local area and virtual opportunities.
Benchmark 3: Addressing the needs of each student	Pupils have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each pupil. A school's careers programme should embed equality and diversity considerations throughout.	Through 1-2-1 guidance interviews with students (once a year in year 11 and a further opportunity offered in year 12 and 13) and with the support of outside agencies we ensure that students have access to impartial information, advice and guidance. This is provided through access to the library where there are resources aimed at careers both generally and also more specifically linked to subject areas. In addition to the range of careers events listed for all students, we provide specific support and events for targeted groups. Students with SEND are supported through the SEND department in guidance and support meetings and also further supported through additional personal guidance sessions. All students have access to Unifrog which records their engagement with the school's career programme and all careers research they have undertaken. The UCAS personal statement and subject reference process is also conducted through this platform, leading to clear integration of information sources and personalised planning for future destinations.
Benchmark 4: Linking careers learning to the wider curriculum	All teachers should link curriculum learning with careers. For example, STEM subject teachers should highlight the relevance of STEM subjects for a wide range of career pathways.	We are committed to providing students with opportunities to develop their knowledge of careers through the school's curriculum. This is embedded within all subjects. In addition, across the school, there are displays in curriculum areas to promote relevant careers.
Benchmark 5: Encounters with employers and employees	Every pupil should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.	Each year group has high quality opportunities to engage with employers.

Benchmark 6: Experience of workplaces	Every pupil should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.	Direct experience of the workplace is carried out in Year 8, Year 10 and Year 12.
Benchmark 7: Encounters with further and higher education providers	All pupils/learners should understand the full range of learning opportunities that are available to them. This includes both academic and technical and vocational routes and learning in schools, colleges, universities and in the workplace.	We provide students with a range of opportunities to meet further and higher education providers. Students attend the Westfield Academy Career Fair and also attend local career fairs which gives them the opportunity to discuss their post 16 and post 18 options. University visits are held in year 9 and 12. Students in Year 12 also attend the UK University and Apprenticeship Search Event annually.
Benchmark 8: Personal guidance	Every pupil should have opportunities for guidance interviews with a careers adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made. They should be expected for all pupils but should be timed to meet their individual needs.	All students from Year 11 onwards, have the opportunity to receive 1-2-1 guidance from an independent career advisor. Students at risk of becoming NEET will have further opportunities to discuss their options and identify next steps. The Unifrog platform supports students to independently research their own career pathway and to stay informed of current developments and opportunities. Students also are able to attend live webinars through Unifrog on a variety of career topics.

Careers Plan 2024-2025 with links to the CDI framework and Gatsby Benchmarks

	Event	What	When	Links to the CDI framework 2021	Links to the Gatsby Benchmarks
7	PSHE Lessons	Lesson focus: 'What skills are employers looking for'	Autumn Term	Grow throughout life Manage Career	2
	Form time programme	Students have the opportunity to explore different careers options through the Unifrog platform. Focusing on dreams and goals.	All year	Grow throughout life Explore possibilities	2,3,4
	Careers Week Activities	Students take part in a range of activities aimed to aspire students and to develop their knowledge of the range of careers available to them.	Spring Term	Grow throughout life Explore possibilities See the big picture	2,3,4,5
	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Army Presentation	Opportunities within the Army including apprenticeships and further training opportunities.	Spring Term	Grow throughout life Explore possibilities	3, 5

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8	PSHE Lessons	Lesson focus: 'What skills are employers looking for'	Autumn Term	Grow throughout life Manage Career	2
	Form time programme	Students have the opportunity to explore different careers options through the Unifrog platform. Focusing on career pathways.	All year	Grow throughout life Explore possibilities	2,3,4
	Whole school careers fair	Students visit the whole school careers fair and engage with employers, HE providers, FE providers, apprenticeship providers.	Summer Term	Explore possibilities Create opportunities	2, 3, 4, 5, 7
	Careers Week Activities	Students take part in a range of activities aimed to aspire students and to develop their knowledge of the range of careers available to them.	Spring Term	Grow throughout life Explore possibilities See the big picture	2,3,4,5
	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Careers in English	Careers in the publishing industry speaker session.	Autumn Term	Explore possibilities Create opportunities	2, 4, 5
	ITP presentation	Presentation from Kate at Isales a local Independent Training Provider	Spring Term	Explore possibilities Manage Career	2, 3, 5
	NHS Presentation	Presentation from the NHS outlining different training opportunities	Summer Term	Grow throughout life Explore possibilities	3, 5

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	Whole school careers fair	Students visit the whole school careers fair and engage with employers, HE providers, FE providers, apprenticeship providers.	Summer Term	Explore possibilities Create opportunities	2, 3, 4, 5, 7
	Careers Week Activities	Students take part in a range of activities aimed to aspire students and to develop their knowledge of the range of careers available to them.	Spring Term	Grow throughout life Explore possibilities See the big picture	2,3,4,5
	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Visit to Bedfordshire University	Visit the University of Bedfordshire to see what it is like to be a student studying at University.	Spring Term	Explore possibilities Create opportunities	4, 7
	Careers in Maths	Lesson focussing on the range of careers available to students that link to Maths.	Spring Term	Explore possibilities Create opportunities	4
	Army Presentation	Opportunities within the Army including apprenticeships and further training opportunities.	Autumn Term	Grow throughout life Explore possibilities	3, 5
	NHS Presentation	Presentation from the NHS outlining different training opportunities	Summer Term	Grow throughout life Explore possibilities	3, 5
	Oaklands Presentation	Presentation from representative at Oaklands college outlining opportunities available	Spring Term	Grow throughout life Explore possibilities	3, 7

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10	PSHE Lessons	Lesson focus: 'Applying for work'	Autumn Term	Explore possibilities	2, 3
		Lesson focus: 'Preparing for WEX'			
	Form time programme	Students have the opportunity to explore different careers options through the Unifrog platform. Focusing on career pathways.	All year	Grow throughout life Explore possibilities	2,3,4
	Whole school careers fair	Students visit the whole school careers fair and engage with employers, HE providers, FE providers, apprenticeship providers.	Summer Term	Explore possibilities Create opportunities	2, 3, 4, 5, 7
	Careers Week Activities	Students take part in a range of activities aimed to aspire students and to develop their knowledge of the range of careers available to them.	Spring Term	Grow throughout life Explore possibilities See the big picture	2,3,4,5
	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Work Experience	Students attend a work experience placement for 5 days	Summer Term	Explore possibilities Create opportunities Balance life and work	2, 3, 5, 6
	Careers in STEM	Lesson focussing on the range of careers available to students that link to STEM.		Explore possibilities Create opportunities	
	ITP presentation	Presentation from Kate at Isales a local Independent Training Provider	Spring Term	Explore possibilities Manage Career	2, 3, 5
	NHS Presentation	Presentation from the NHS outlining different training opportunities	Summer Term	Grow throughout life Explore possibilities	3, 5

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1 1	PSHE Lessons	Lesson focus: 'Job stereotypes'	Autumn Term	Grow throughout life	2, 3, 4
		Lesson focus: 'Changing job market'	Autumn Term	See the big picture	2, 3
	Form time programme	Students have the opportunity to explore different careers options through the Unifrog platform. Focusing on career pathways.	All year	Grow throughout life Explore possibilities	2,3,4
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	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Unifrog virtual university fair	Virtual fair where students heard about a range of topics including student finance and accommodation.	Autumn Term	Grow throughout life Explore possibilities	3, 7
	West Herts College	Presentation on what courses are available at West Herts College	Autumn Term	Explore possibilities Create opportunities	3, 4, 7
	Personal Guidance Meetings	Meeting with Mrs Whittingham (Level 7 qualified careers adviser) to discuss next steps	Autumn/Spring Term	Grow throughout life Explore possibilities	2, 8
	Sky Apprenticeships Talk	Talk from Lauren Christy from Sky studios. Outlined the apprenticeships available, how to apply and the benefits.	Autumn Term	Explore possibilities Create opportunities	2, 3, 4, 5

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1	PSHE Lessons	Lesson focus: 'Income tax and NI'	Autumn Term	See the big picture	2, 3
2	Form time programme	Students have the opportunity to explore different careers options through the Unifrog platform. Focusing on career pathways.	All year	Grow throughout life Explore possibilities	2,3,4
	Sixth Form Aspiration Evening	Presentation to students and parents on the range of post 18 options including apprenticeships and university.	Autumn Term	Grow throughout life	3, 7
	Whole school careers fair	Students visit the whole school careers fair and engage with employers, HE providers, FE providers, apprenticeship providers.	Summer Term	Explore possibilities Create opportunities	2, 3, 4, 5, 7
	Careers Week Activities	Students take part in a range of activities aimed to aspire students and to develop their knowledge of the range of careers available to them.	Spring Term	Grow throughout life Explore possibilities See the big picture	2,3,4,5
	National apprenticeship week assembly	Assembly promoting the apprenticeship pathway.	Spring Term	Explore possibilities Manage Career	7
	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Paris Warr	Alumni talk by Paris Warr about her career in HR and recruitment	Autumn Term	Create opportunities	2, 4, 5
	Unifrog virtual university fair	Virtual fair where students heard about a range of topics including student finance and accommodation.	Autumn Term	Grow throughout life Explore possibilities	3, 7
	UK university and apprenticeship search event	Students attended the fair at Tottenham Hotspur stadium and spoke to a range of employers, apprenticeship providers and apprentices	Autumn Term	Explore opportunities Create opportunities	2, 3, 5, 7
	Careers in Law	Camilla Haggith presented to the Law society about her career in Law and the opportunities available to students	Autumn Term	Explore opportunities Create opportunities	2, 3, 5
	Personal Guidance Meetings	Meeting with Mrs Whittingham (Level 7 qualified careers adviser) to discuss next steps	Autumn/Spring Term	Grow throughout life Explore possibilities	2, 8
	Visit to University of Hertfordshire	Attend the University of Hertfordshire open day event	Summer Term	Explore possibilities Create opportunities	4, 7
	Sky Apprenticeships Talk	Talk from Lauren Christy from Sky studios. Outlined the apprenticeships available, how to apply and the benefits.	Autumn Term	Explore possibilities Create opportunities	2, 3, 4, 5
	NHS Presentation	Presentation from the NHS outlining different training opportunities	Summer Term	Grow throughout life Explore possibilities	3, 5

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	Power of Events	Assembly by 'The power of events' highlighting the range of careers in the events industry.	Autumn Term	Explore possibilities Create opportunities	5
	Personal Statement Support	1-2-1 personal statement support with Alison Moore from University of Hertfordshire.	Autumn Term	Grow throughout life Explore possibilities	2, 8
	Unifrog virtual university fair	Virtual fair where students heard about a range of topics including student finance and accommodation.	Autumn Term	Grow throughout life Explore possibilities	3, 7
	UK university and apprenticeship search event	Students attended the fair at Tottenham Hotspur stadium and spoke to a range of employers, apprenticeship providers and apprentices	Autumn Term	Explore opportunities Create opportunities	2, 3, 5, 7
	Careers in Law	Camilla Haggith presented to the Law society about her career in Law and the opportunities available to students	Autumn Term	Explore opportunities Create opportunities	2, 3, 5
	HE provider presentation	Presentation from HE provider explaining the opportunities at their university (Brunel)	Autumn Term	Explore opportunities Create opportunities	3, 7
Diverse Futures Assembly	Outlining career and training opportunities	Autumn Term	Explore opportunities Create opportunities	2, 3, 5	