

## **Southview School Careers and Future Steps Policy**

### **Our Vision**

At Southview School we aim to fully prepare all our students for their future pathway in life. In order to achieve this we help students to develop a range of key skills in independence, resilience and self-awareness so that they are equipped to take advantage of the path which suits them best. Throughout their time at school students gain the knowledge, understanding and confidence to make and communicate informed and realistic decisions about their future.

### **The Southview Career and Future Steps programme**

Southview School is a very unique special school which caters for students with Physical and Neurological Impairments (PNI). The range of needs is massive; some students access a sensory curriculum whilst others are working on different levels of a more formal curriculum and some students are focusing on gaining accreditation and qualifications. The future after Southview looks very different according to the needs of each individual student. There a variety of options which students may choose to take, these range from supported employment, further education in vocational or special provision courses at local or residential Colleges, to a more bespoke package including day care, activity centres, and residential settings . Students and families may also need support and guidance around different living arrangements and options, PA support and what clubs and activities are available to them locally. In order to support all our students with their next steps after Southview, we have carefully designed a programme which incorporates Careers as well as future steps guidance. This programme provides information about services and providers which are relevant to the specific physical, cognitive and communication needs of all our students.

### **Our aims**

- To develop students work related and employability skills – looking at how they can be adapted and made most beneficial to all our students.
- To empower and give our students the confidence to make decisions and be as fully involved as possible in deciding their own future careers and pathway.
- To provide and sign post to impartial and useful careers, services and providers information.
- To meet the needs and requirements of all our students and to respond appropriately and realistically to individual needs in order to set and achieve personal goals.
- To provide students with worthwhile experiences in different work settings and from guest speakers by using local links to gain an insight into skills, knowledge and understanding.

- To monitor the progress of our careers and future steps programme against the eight Gatsby benchmarks making relevant adaptations to ensure progress and development of all our students.

### **Our Strengths**

- Students and parent/carer aspirations are addressed at every key stage as part of the EHCP meeting. In Years 12,13 and 14 the options post Southview are discussed in greater depth at the meeting with the school Preparing for adulthood advisor attending, to start building a profile of needs and aspirations and to provide parents and students with information around options.
- The area of Enterprise and work related skills in the College curriculum has been developed and broadened in order to meet the needs of a continually changing cohort of 16-19 students. These include the set up and running of a College Café, Tuck shop, making and selling of hanging baskets, raffles, clothes swap and upcycling. These activities have been specifically designed so that every student can take part in practising the skills needed in the work place as well as when making independent decisions and encountering new experiences and communicating with different people.
- The Southview Transitions evening is well attended and connects external providers with our students and their families, allowing time for research, visits and to make informed decisions about what is available and suitable to individual needs.

### **The Gatsby Benchmarks**

Southview School uses and adapts the Gatsby Benchmarks of good career guidance to create a programme which works and benefits for all our students. The benchmarks provide a clear structure and focus which Southview can self-assess itself against. These are:

#### **1. A stable careers programme**

Careers and future steps education is an integral part of the 14 – 19 curriculum which is supported by the senior management team. The programme is published on the School website and is evaluated regularly to ensure it is meeting the needs of all our students. The College lead and Deputy Head are responsible for leading and implementing the programme. The programme will be regularly evaluated using views of students, parents, staff and employers.

#### **2. Learning from career and labour market information**

All students and their parents/carers in Key stage 3-5 are invited to the Southview transitions evening. Services and providers are carefully selected and invited to represent the wide range of our student's needs. Contacts, advice and guidance is given so that students and their families can make realistic choices about what is appropriate, accessible and best for their child.

Paul Cornwell is the schools 'Preparing for Adulthood advisor'

He attends key meetings at transition points throughout a student's journey at school and provides families with information and support around the local offer and how to access educational providers, Day centre provision and supported employment opportunities.

### **3. Addressing the needs of each student**

A careers and next steps folder is set up in the college phase for each student. This contains a 'One plan' profile of the student which helps them to identify personal strengths, goals, aspirations and ambitions. A record of next steps, evidence of visits and experiences, interviews, contacts and any research are collated and used to inform planning and future goals. These folders are tailored to support the needs of each student and are added to and changed with the student, to insure the right advice and guidance has been given and student decisions are always accurately reflected.

### **4. Linking Curriculum learning to Careers**

The College phase curriculum has 7 areas which are designed to prepare all students for leaving Southview and embarking on their future steps. In Curriculum area 6 - 'Enterprise and work related skills' students learn and put into practice work related skills. Real life scenarios are brought into the classroom and experiences out in the community are practised allowing students to see different work places and careers.

Functional skills in Key stage 4 and 5, and ASDAN courses are offered to build and further enhance students' knowledge and understanding of careers and what skills are required.

### **5. Encounters with employers and employees**

As part of the curriculum planned visits from local businesses and work places are incorporated into our careers programme. We have a range of enrichment activities such as visiting speakers, trips into the community and volunteering. Students prepare questions and record their experiences about what they have learnt and want to find out more about. The school has identified a Governor who is a retired local business owner to link/lead/advise in this area.

This gives our students a real life experience of how jobs and people work together.

### **6. Experiences of workplaces**

We have set up links with the Colchester Arts Café where students have attended for block sessions to experience working in a Cafe environment. The College Café and other Enterprises in College provides students with opportunities to practice their work related skills and to work as part of a team. Students take on volunteer roles across the school and into the community.

### **7. Encounters with further and higher education**

Southview holds a transitions evening which local Colleges, day centres, supported work providers and some local businesses attend to provide information about what is available, so that students understand the full range of learning opportunities which are available to them. One of our family Link workers is responsible for keeping in contact with our ex-students. She collates information about what Colleges, provisions, activities and employment they

move onto, which we use to inform and to signpost our current students and their families to. Ex-students are invited back to talk about their experiences, providing a real insight into what is available and accessible for our students. This encourages students to plan and strive towards their future goals and aspirations.

We also arrange for students to visit Colleges and centres in order to experience different environments and meet staff and other students. This gives them an insight into options available and prepares them to make meaningful decisions about what courses and activities they would like to do in the future.

#### **8. Personal guidance**

Personal guidance is always available and is carefully given depending on when a student is ready. This may be a slow process preparing students with small steps gradually preparing them for a successful transition and does not panic or confuse them. All students have a meeting with the school's Preparing for adulthood advisor in which parents and carers are invited to discuss future destinations.

The teacher also has regular individual meetings with each student in Years 12-14 to complete an IAG/careers summary in order to build their Career/next steps folder. This can be used to set up placements in the local community, volunteer within roles across the school and to experience a range of work environments. Our family link workers can support student visits and help families with applications as necessary.

#### **Summary**

The Southview Careers Programme is continually evaluated and developed to reflect the changing needs of our students and what is accessible and available to them in the wider world. Our main focus is to prepare students so they are as independent as possible and have the confidence and knowledge to be able to pursue their ambitions and passions in life.