



## **Harrison College Ltd Careers Programme**

Version 6 Update September 2023

Review Date September 2024

Benchmark	Actions to Meet Benchmark	Evidence	Further Actions Needed to Meet Benchmark
<p>1. A stable careers programme</p>	<p>Individualised curriculum mapping for each learner and suitable work placements.</p> <p>Delivery of Pearson qualifications:</p> <ul style="list-style-type: none"> <li>○ Pearson Functional Skills English Level 1 &amp; 2</li> <li>○ Pearson Functional Skills English Level 1 &amp; 2</li> <li>○ BSC Digital Skills Level 1 &amp; 2</li> <li>○ BTEC Level 2 Certificate in Work Skills</li> <li>○ London Institute of Banking and Finance – Lessons in Personal Finance, Award in Financial Education</li> <li>○ Active Leaders CIMSPA Leadership Certificate</li> <li>○ Employability workshops Level 1 – Level 3 CPD accredited</li> <li>○ Duke of Edinburgh Award Silver and Gold</li> <li>○ Individual CPD training courses</li> <li>○ EQUAL internship preparation CPD courses including First Aid and COSHH</li> </ul> <p>Transferable skills across the curriculum including tutorial, life skills and work placements.</p> <p>Learners identify career goals and aspirations.</p> <p>All learners interact with a range of adults both in College, at open events and on work placements.</p> <p>Parents / carers invited to open events, parents' evenings and to have significant impact in the setting of EHCP targets. Parents / carers are also given evaluation forms of work placements.</p> <p>Learner voice is recognised via student council and also a student questionnaire. The responses are acknowledged and responded too.</p> <p>Start Profile delivering independent careers guidance and accessible for staff, students and parents.</p>	<p>Learner timetables</p> <p>Individual Learning Journey's</p> <p>Learner work and attainment of qualification</p> <p>Alumni Board</p> <p>Learner career goals</p> <p>Learner EHCP targets</p> <p>Employability folders, individual students</p> <p>Website and comments board</p> <p>Career development plans</p> <p>Start Profile</p> <p>BeReady tracker and certificates</p>	<p>Met</p>

	<p>Attendance at Opportunities Doncaster Live and participating in virtual and on-site careers fairs and workshops such as WorldSkills and Autism Plus Jobs Fair.</p> <p>BeReady employability microsite</p>		
2. Learning from labour and career market	<p>High aspirations for all learners with the expectation that all will graduate with a form of employment whether paid or unpaid. Long term goal planning takes place in EHCP annual reviews.</p> <p>Parents / carers are supported in applying for financial support via benefits and the 16-19 bursary fund.</p> <p>Research for BTEC Level 2 Certificate in Work Skills and U – Explore and Start profile job search information</p> <p>Localised LMI on Start and also hot jobs and LMI publications available in college.</p> <p>Skills Yorkshire Booklet</p> <p>Shape Your Future booklet</p> <p>WorldSkills Live 2020 – Foxdog Studios, Roma Agrawal, Medical Mavericks</p> <p>Enterprise skills project – project-based learning – the set-up, production and sale of a product and learners choose appropriate channels of distribution.</p> <p>LiBF Personal Finance – Unit 3 of the Award links to finance career paths and ways to get into the sector.</p> <p>Employer workshops delivered in college from a range of sectors including recruitment, hospitality, catering and healthcare.</p> <p>Project Based Learning embedded in the curriculum. Implementing changes to the curriculum based on the SY LSIP.</p> <p>Alumni students delivering coaching session and LMI insights to current students e.g. Cyber Security sector and Recruitment industry</p>	<p>Start Profile</p> <p>PSHE curriculum and tutorial</p> <p>Enterprise and CDP curriculum</p>	<p>Met</p>

3. Addressing the needs of each pupil	<p>A student's individual needs are addressed and extra support is provided at the right time to raise aspirations. Outstanding provision in SEND settings offers a person-centred approach and students with complex needs will have an education, health and care plan (EHCP) that takes into account all aspects of their lives. Transition support is tailored to what the student wants to achieve and what practical help is needed to do this. Parents and carers are fully involved in the transition planning process.</p> <p>Chief Commercial Officer and Business Development Executive meets with individual students to write a career development plan and then source internships that are appropriate for each student. Individual needs are addressed during risk assessment and sourcing a disability confident employer if required. Business Development Executive is on site to work with students to develop their career plan and also choose appropriate industry related courses.</p>	<p>Performance Dashboards Work placement timetable Start Profile Career development plans</p>	Met
4. Linking curriculum learning to careers	<p>All elements of the benchmark are in progress.</p> <p>Linking curriculum learning with careers refers to careers education as a discrete learning activity, careers embedded in subject and topic learning, and co-curricular provision such as clubs, celebration events and productions.</p> <p>Whole-school teaching and learning focuses on the relevance of subjects to everyday independent living, future learning and leisure, livelihood planning and employability skills. Careers provision is integral to the whole curriculum and not relegated to the margins.</p> <p>Functional skills Maths is used for numeracy, time management and finance. Functional skills English is</p>	<p>Mission and values of the College. Curriculum framework and individual schemes of work and learning outcomes.</p>	Met

	<p>used for self-presentation, telling your own story, and writing occupational information. LiBF Personal Finance provides the ability to link the importance of managing money to the role of a financial planner.</p> <p>The tutorial programme and PBDW is used for self-care, building safe relationships, assertiveness, negotiation, managing stress and emotional intelligence.</p> <p>The College has a focus on employability across all areas of the curriculum and working day as the core aim for all learners is to graduate with a form of suitable employment. Travel training is delivered both internal and external to provide learners with greater independence for employment and personal living.</p> <p>Subject led careers and study including BeReady employability site.</p>		
5. Encounters with employers and employees	<p>All learners will engage with at least 1 internship during their time at Harrison College.</p> <p>Attendance at careers fairs, skills festivals and higher education fairs such as UCAS open days.</p> <p>Opportunities Doncaster Live</p> <p>Start profile Three Minute Hero career stories. Online locker to record and evidence encounters with employers.</p> <p>Venatu Recruitment / Teacher Active will be conducting CV workshops, and mock interview with all students.</p> <p>DWP will be running Mentoring Circles, 3 local businesses will be supporting. DWP Step Up Programme.</p> <p>World Skills Live 2020</p> <p>Nic Hamilton inspirational talk</p> <p>Working with FCD to create and record marketing material</p>	<p>Work placement timetable</p> <p>Start profile</p> <p>Completed marketing videos</p> <p>Partnership presentation</p>	Met

	<p>Rolling programme of weekly workshop and seminars from local business.</p> <p>Over 1000 individual employer encounters since opening in 2019.</p> <p>Curriculum drop down weeks for Mental Health and Wellbeing, Literacy, STEM and National Careers Week, all heavily engaging with employers from related sectors.</p>		
6. Experiences of workplaces	<p>Meaningful experiences of workplaces are interactions with the world of work in a real work location. The College is also a real workplaces too, and can offer an appropriate balance of challenge and support for carefully identified students such as sheltered work experience placements. We create a range of possible workplace experiences such as visits, work shadowing, work experience and career-related volunteering and citizenship. The College will hold pre-work sessions with the employer before the student arrives. The College and employer will agree the level of support necessary for the student and employer.</p> <p>After the work placement, there should be a full debriefing for the employer, College and student to help improve on future workplace experiences.</p>	<p>Internship timetable.</p> <p>Students in Year 2 of the study programme all engaging with internships.</p> <p>Student observations.</p> <p>Transition between year 1 and 2 of the study programme is supported by engagement with the Community Action Project.</p> <p>Harrison College internal internship programmes, TCV and Rossington Infant School allow for skills to be developed in a workplace setting.</p>	Met
7. Encounters with further and higher education	<p>All our learners are performing at Level 2 with some being able to access Level 3 by the time of completion therefore access to further and higher education is an option for some learners.</p> <p>Learning modules to explore all post 16 and post 18 pathways access to apprenticeships local, regional, and national.</p> <p>Careers library with information on FE and HE provider including apprenticeship updates.</p>	<p>3 students enrolled with Insight into University 2021</p> <p>Doncaster University /Apprenticeships link</p> <p>Annual visit to University of Sheffield</p>	Met

	Registration with HEPP. Insight into University		
8. Personal guidance	<p>Students have access to continued guidance and support to help them explore opportunities and develop skills to make effective transitions. This is delivered via tutorials, curriculum and EHCP annual reviews.</p> <p>Access to career development opportunities start early as possible and involve parents and families. There is consistent, ongoing support for the transition to adult life.</p> <p>Harrison College is encouraging all learners to apply to Trusted Mentors for further personal guidance with a mentor.</p> <p>Registration with HEPP so that resources can be shared with learners and linked to Harrison College website.</p> <p>Level 6 Careers Lead employed at Harrison College who is CDI and NCS Ambassador</p>	EHCP Annual reviews Tutorial programme	Met