

Careers Programme Statement

September 2020

Northampton College's "Futures" careers team offer good quality, impartial Careers Education, Information, Advice & Guidance (CEIAG) to both students and the wider community. Northampton College has been awarded Matrix accreditation; the unique quality standard for organisations to assess and measure their advice and support services, which is a benchmark for effectiveness and high standards.

The CEIAG Policy and Careers Programme are designed and regularly reviewed to ensure they meet the Gatsby Benchmarks and the needs of students.

Futures

The Futures team offers these services:

1. Individual advice and guidance appointments for College applicants booked through the Enrolments team, or directly with the Futures team. These can either be in person, a phone call or via email/video calling. Futures staff are using both physical and digital means to support students during either lockdown or limited social contact.
2. Support with employment, Higher Education choices and applications, progression options or general careers advice.
3. Help with CV writing, application forms and writing UCAS personal statements.
4. Virtual progress and support sessions on a range of CEIAG topics at suitable points during the academic year. These further develop students' employability skills, preparing them for future employment.
5. Virtual presentations and masterclasses from external guest speakers such as lecturers from Higher Education institutions and employers.
6. An annual Careers Fair held at the Booth Lane site (alternative arrangements may be made if social distancing restrictions remain in place)
7. Virtual or physical trips to events such as UCAS exhibitions, universities and work places to support students with their progression planning.
8. IAG at transition review meetings where required for Supported Learning students.
9. Virtual parent engagement sessions on topics such as Higher Education and apprenticeships.
10. Employment opportunities promoted for seasonal part-time employment opportunities.
11. Support for curriculum areas with planning for industry weeks and other careers activities
12. Curriculum mapping for CEIAG to ensure that CEIAG is delivered to a high standard across the full range of courses.
13. Links to access labour market information for IAG.
14. Additional support for students to access opportunities relating to progression to higher education through the Uni Connect project.
15. Futures leaflets on a range of progression topics also available to students on Moodle.
16. Engagement with local schools to promote post-16 options to their students, utilising digital means while restrictions remain in place. College students and ambassadors also take part in some events to share their experiences and skills.
17. IAG at College virtual open events throughout the year.

Study Programmes

Full-time students will have study programmes comprising of:

- Core qualification – includes information about career paths, the labour market and future study options.
- Maths and English – essential skills to successfully progress into employment or higher education.
- Work Experience – a valuable insight into the world of work. (If work experience not possible due to restrictions then work-related projects or virtual work experience will be added to students' timetables)
- Enterprise and Employability – events and activities to develop relevant skills and experience in preparation for employment.
- Progress and support sessions – regular contact with an Academic Coach to support and monitor progress with referrals to the Futures team for more in-depth progression IAG when required.

All students need a structured programme of activities to help them choose pathways that are right for them and to be able to manage their life choices and sustain employability throughout their lives. CEIAG is designed to meet the needs of the students at this college and those who are considering enrolling here.

Staff ensure that curriculum learning is linked with careers and up to date labour market information, with CEIAG embedded in their teaching. Staff actively seek to challenge stereotypes and raise aspirations in lessons.

Work Experience

Work Experience is embedded into study programmes and students will also access specialist insight about their chosen vocational areas from their Course Tutors and dedicated Work Experience staff.

Students can gain employability skills from a wide range of activities and they should be open to experiencing and participating in all those available to enrich their studies and enhance their progression opportunities.

Careers Resources

KUDOS is available for students to use, and Futures information leaflets are accessible on the student intranet.

Students can access information regarding the Careers programme via their Moodle learning platform.

Parents and employers are encouraged to contact the named staff below for further information or to provide feedback.

Employer Engagement

Employer insights are a key component of the programme and we work with an Enterprise Co-ordinator from SEMLEP/The Careers & Enterprise Company to ensure that what we offer is reflecting the needs of business. We welcome enquiries from employers who would wish to advertise vacancies to students or visit us to present to students regarding opportunities and general pathways in your area of business.

Young people welcome learning about the world of work from professionals and research shows that this can be extremely beneficial for their employment outcomes, so please do get in touch at the contact details below if you would like to discuss working with Northampton College.

Impact

The Careers programme at these sites is assessed for its quality and positive impact on students through a number of methods:

1. The destinations of students after leaving their courses. The College commissions research on the destinations of students and reports this to the DfE, Ofsted and local economic partners such as SEMLEP
2. The numbers of students accessing the services on offer.
3. Student feedback after 1:1 and tutorial sessions, trips, careers fair and through the student conference.
4. Curriculum planning and self-assessment reports monitored by the Senior Management Team.
5. Matrix Quality Standard re-evaluation and accreditation.

This Statement has been written with regard to:

1. a) Northampton College Career Education, Information, Advice & Guidance Policy
2. b) Careers Guidance for Further Education & Sixth Form Colleges October 2018 – DfE

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/679639/Careers-Guidance.pdf

3. c) Careers Strategy: Making the most of everyone's skills and talents December 2017 – DfE

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/664319/Careers_strategy.pdf

Review

This document will be reviewed in August 2021 and updated accordingly.

Contacts

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