

# **ABG Careers and Personal Development Action Plan 2023-24**

## **Aims of the development plan**

- To continue the development of the careers programme at Abbey Grange, ensuring it is fit for purpose and meets the needs of students.
- To audit the current offer to ensure we offer a full and thorough careers provision that allows all students to make confident, informed decisions about their future.
- To map out the journey to the Careers Gold Award.

## **Goals**

- To enhance careers provision at Abbey Grange.
- To ensure positive feedback from students, parents, staff and employers, and act on this when it is not the case.
- To ensure that any potential NEET student is given appropriate support and tracked throughout the academic year.

## **How do you want this to look in a year's time?**

- All students will have had valuable careers education.
- To meet 100% of the Gatsby benchmarks.
- Bespoke careers offer for all students.

## **How will you know?**

- Students can articulate what careers education is at Abbey Grange and are confident when discussing opportunities.
- Lower than national NEET figures

## **What actions will you take to get there?**

- QA Careers learning journey and development of Careers resource.
- Employ a fulltime careers and enrichment coordinator.
- Apply for the Careers Gold Award

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Objective: what do you want to achieve?	Outcomes: how will you know when you have achieved your objective? What will have changed? When do you expect this to happen by?	Actions: what will it take to do this? <i>Include a range of implementation strategies, key dates and members of the team.</i>	Who:	Date by:	RAG
Effective careers guidance for all students	<ul style="list-style-type: none"> <li>- Appointment of a new careers and enrichment coordinator.</li> <li>- A personal development programme to meet the needs of all students.</li> <li>- SEND Support</li> <li>- NEET below national average</li> <li>- Destinations</li> <li>- Update strategy &amp; journey</li> </ul>	<ul style="list-style-type: none"> <li>- Advertise for a careers enrichment coordinator, to have in post by January 2024.</li> <li>- Ensure PD is effectively mapped and all the Gatsby benchmarks are met.</li> <li>- Develop the school website so it is clear, precise and effective for all key stakeholders.</li> </ul>	PGG, DMN & SPP  PGG	January 2024  Ongoing	
Increased capacity for student career interviews and to establish an effective system to record and monitor interviews, that is accessible for parents, staff and students	<ul style="list-style-type: none"> <li>- Effective recording system established on Unifrog, which clear parental communication.</li> </ul>	<ul style="list-style-type: none"> <li>- Ensure the new careers advisor is familiar with Unifrog and knows how to use it as an effective form of communication with parents and students.</li> <li>- Appoint a new careers advisor</li> </ul>	PGG, Careers Advisor	October 2024  January 2024	
Embed systems to monitor and record student enrichment experiences	<ul style="list-style-type: none"> <li>- Establish unifrog, excel spreadsheet &amp; compass+ to ensure all enrichment is clearly monitored</li> </ul>	<ul style="list-style-type: none"> <li>- regular ABG Character per half term for regular monitoring of extra-curricular uptake</li> <li>- Communication with parents where there is no uptake</li> </ul>	PGG MRO	Half-termly	
Clear and concise information about personal development relayed to parents, students and staff.  Ensure careers maintains a prominent part of personal development and continue to develop key events throughout the academic year in order to maintain a high profile	<ul style="list-style-type: none"> <li>- Stakeholder surveys highlight positive feedback around our personal development programme.</li> <li>- Students in years 11 &amp; 13 have a clearly planned and appropriate destination for post Year 11 or Post Year 13</li> </ul>	<ul style="list-style-type: none"> <li>- Email to all staff, followed by CPD on personal development.</li> <li>- Regular communication with parents for key events:</li> </ul> Regular communication with parents and other stakeholders for key events: <ul style="list-style-type: none"> <li>- Careers Fair</li> <li>- Mock Interviews</li> <li>- Enterprise</li> <li>- Careers Week</li> <li>- Apprenticeship Week</li> <li>- Guest Speakers</li> <li>- Website</li> <li>- Work experience week</li> <li>- Community Service</li> <li>- Enrichment afternoon</li> </ul>	PGG, Careers Advisor	Throughout the academic year	
To work with the Post 16 team to ensure we offer a supported work experience programme that is effective and monitored, ensuring all students have a work experience placement. Where this is not the case, alternative plans are put in to place within school.	<ul style="list-style-type: none"> <li>- 100% of students have a meaningful work experience planned for 8-12 July and appropriate checks have been done to ensure that they meet relevant safe-guarding requirements.</li> <li>- Where this is not the case, a thorough and detailed plan in in place to</li> </ul>	<ul style="list-style-type: none"> <li>- Early assemblies to highlight work experience requirements.</li> <li>- Work with the post 16 team and careers advisor to help place students to secure placements.</li> <li>- Use local business contacts to support student applications.</li> </ul>	PGG, Careers Advisor. KGR, MRO	Throughout the academic year	

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	support students gaining relevant work experiences in school.	- Develop an alternative programme to take place in school where necessary.			
Further develop and embed the Abbey Character across all year groups.	- An improvement in monitoring Abbey Pledges and number of students completing all pledges.	- regular ABG Character per half term for regular monitoring. - Assemblies relating to the ABG Character & pledges.	PGG	Throughout the academic year	
To achieve the QiC award	- When the QiC award has been achieved	- Appoint a Careers & Enrichment Coordinator. - Continue to develop the careers programme to ensure it meets all of the Gatsby Benchmarks	PGG, Careers & Enrichment Coordinator	Throughout the academic year	
Establish a mentoring programme using Brightside Mentoring to support key students.	- 100 students have completed the mentoring programme and given feedback indicating a positive impact.	- Use surveys and pastoral teams to establish who would most benefit from being part of the mentoring programme	PGG, BRR & FSE	Throughout the academic year	
Review paid for careers tools and their effectiveness	- Ensure all paid for careers tools are being used appropriately.	- Establish what paid for careers tools we use and measure their impact and effectiveness.	PGG	Term 1	

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