

The Eight Gatsby benchmarks of Good Career Guidance

- 1. A stable careers programme**
- 2. Learning from career and labour market information**
- 3. Addressing the needs of each pupil**
- 4. Linking curriculum learning to careers**
- 5. Encounters with employers and employees**
- 6. Experiences of workplaces**
- 7. Encounters with further and higher education**
- 8. Personal guidance**

The Bishop's Stortford High School CEIAG Overview 2023-24

This Overview covers Gatsby Benchmark 1

A Stable Careers Programme

Year group	Services	When activity takes place	Gatsby Benchmark
All Years	Parent Bulletin detailing career opportunities, vacancies, exhibitions, festivals, open events, masterclasses, research suggestions, work experience, competitions and careers news	Weekly	2, 3, 4, 5, 6,
Year 7	Biweekly mentoring during form time with Tutors	Ongoing throughout year	3, 8
	Assembly Presentation Careers & Opportunities Employer Visit	March	2, 3, 4, 5
	National Careers Week Potential Careers - Quiz with Tutors	March	2, 3, 4, 8
	Workshops Introduction to Careers	Summer Term	2, 3, 4, 7, 8
	Bushcraft Residential Teambuilding & Personal Development	June	3, 4
Year 8	Year Group Options for Foundation Year	February	3, 4, 8
	Assembly Presentation Careers & Opportunities Employer Visit	March	2, 3, 4, 5

	National Careers Week Potential Careers - Quiz with Tutors	March	2, 3, 4, 8
	Regular Mentoring meetings during form time with Tutors	Ongoing throughout year	3, 8
	Group Work – Team Skills & Equal Opportunities with Tutors	Spring Term	2, 3, 4, 8
	One to one guidance interviews preparing for Foundation Year 9 Tutors	March	3, 8
	Carousel Careers Session For Year Group	June	2, 3, 5, 8
	<i>My Personal Skills Journey Booklet</i> - to help identify personal strengths & weaknesses	Summer Term	2, 3, 4
Year 9	Assembly Presentation Employer Visit	March	2, 3, 4, 5
	National Careers Week Potential Careers - Quiz with Tutors	March	2, 3, 4, 8
	Assembly Presentation Personal Finance - Employer Visit	May	2, 3, 4, 5
	Lunchtime Careers Workshop with Guest Speaker	Ongoing	2, 3, 4, 5
	Years 9-13 Careers Forum for students & Parents/Carers Broad spectrum of industry sectors represented by 60+ Employer/Apprenticeship Recruiters Higher & Further Educators	Biennial Next Forum: October 2025	2, 3, 4, 5, 7, 8
Year 10	Work Experience Information Evening	November	2, 3, 4, 5

	Group Work - Work Experience assemblies & Tutors in tutor time	January – June	2, 3, 4, 5, 8
	Future Employment Market Herts Local Enterprise Partnership (LEP)	January	2, 4, 5
	Assembly Presentation Careers Employer Visit	March	2, 3, 4, 5
	National Careers Week Potential Careers - Quiz with Tutors	March	2, 3, 4, 8
	One to one guidance interviews on Pathways & Careers – Careers Advisor	Summer Term	3, 8
	Oxbridge Scholars Group Monthly Information & Mentoring sessions	Summer	2, 3, 4, 5, 7, 8
	One Week Block Work Experience	June	2, 3, 4, 5, 6
	Group Work- Work Experience De-brief & Evaluation	June	2, 4, 8
	Work Permits for school aged children Martin Cooke Herts County Council	June	5
	Lunchtime Careers Workshop with Guest Speaker	Ongoing	2, 3, 4, 5
	Years 9-13 Careers Forum for students & Parents/Carers Broad spectrum of industry sectors represented by 60+ Employer/Apprenticeship Recruiters Higher & Further Educators	Biennial Next Forum: October 2025	2, 3, 4, 5, 7, 8
Year 11	One to one guidance interviews on Pathways & Careers with SLT	Ongoing all year	3, 8

	Oxbridge Scholars Monthly Information & Mentoring sessions	September-Spring	2, 3, 4, 5, 7, 8
	Year 11 Scholars Trip to Gonville & Caius College , Cambridge	September	2, 3, 7
	Assembly Presentations Stansted Airport College – Courses & Pathways Harlow College Cambridge Regional College	October-January	2, 3, 4, 7
	Years 9-13 Careers Forum for students & Parents/Carers Broad spectrum of industry sectors represented by 60+ Employer/Apprenticeship Recruiters Higher & Further Educators	Biennial Next Forum: October 2025	2, 3, 4, 5, 7, 8
	Assembly Presentation Overview of Apprenticeships Education & Employers	November	2, 3, 4, 7
	Assembly Presentation Personal Finance & Tax: Barclays	November	3, 4, 5,
	Assembly Presentation Future Employment Market Herts Local Enterprise Partnership (LEP)	January	2, 3, 4,
	Assembly Presentation University of Hertfordshire	January	2, 3, 4, 7
	National Careers Week Potential Careers - Quiz with Tutors	March	2, 3, 4, 8
	Uni Frog - on-line tool for research into Uni courses, apprenticeships & FE courses	March	3, 7
	Assembly Presentation National Citizen Service	April	3, 4, 8

	Group Work: CV's & Applications with Form Tutors	April	3, 4, 8
	Leavers Booklets: Post-16 Options (detailing other local Schools & Colleges)	August	3, 8
	Lunchtime Careers Workshop with Guest Speaker	Ongoing	2, 3, 4, 5
6th Form	Subscription To UCAS Support through application process provided from May of Year 12 through to A level Results Day	Ongoing	3, 7
	School Post-18 Bulletin Selection of Career and Post-18 Opportunities	Fortnightly	2, 3, 4, 8
	Life Beyond TBSHS Webpages with Post-18 Options plus Useful Links	School Sixth Form Website	3, 8
	Alumni Talks Optional Enrichment Sessions with ex-students returning to talk about post-18 paths and courses of study	Ongoing	2, 3, 4, 5
	On Request: One to one Guidance Interviews "Next Steps" – in school Career's Adviser	Ongoing	3, 8
	Lunchtime Careers Workshop with Guest Speakers	Ongoing	2, 3, 4, 5
	Competitive Admissions Support Registering of student interest in Oxbridge/Medicine/Veterinary/Dentistry Initial introductory advice session and materials provided in Autumn Term + further termly/half termly support sessions focussing on key skill	Ongoing	3, 5, 6, 8

	Nominations/reference support for Masterclasses, Summer schools e.g. Oxbridge masterclasses, Headstart, Sutton Trust, Imperial Work Experience, Nottingham Potential Programme	Ongoing	3,7, 8
	Years 9-13 Careers Forum for students & Parents/Carers Broad spectrum of industry sectors represented by 60+ Employer/Apprenticeship Recruiters Higher & Further Educators	Biennial Next Forum: October 2025	2, 3, 4, 5, 7, 8
	Year 13 Oxbridge Interview Workshop with Dr Sewell, Senior Tutor and ex Director of Admissions, Cambridge plus additional practice interviews including Medicine with Dr Oakey, Consultant Anaesthetist, Philosophy with Andrew Sanger, Cambridge, History with Dr Sean Laing, ARU	November and Various dates in Nov & Dec	3, 4, 5, 7, 8
	Roche GenerationX Visit to Roche products for insight into careers in science for selected Yr 12 and Yr 13	November	2, 3, 4, 5, 6
	Uptree Careers in STEM Workshop Optional session for Yr 12 and Yr13 on employability and networking with focus on STEM careers, e.g. with MBDA	November	2, 3, 4, 5, 6, 8
	University Budgeting for Year 13	January	3, 7
	GSK Work Experience Year 12	February ½ term	3, 4, 5, 6
	Unifrog introduction to Year 12 On-line tool for research into Uni courses, Apprenticeships & FE courses	March	3, 7
	CV Education	March	3, 4, 8
	National Careers and Apprenticeship Week Themed Assemblies/Tutorials	March	2, 3, 4, 5
	Year 12 Post-18 Information Evening	March	3, 4

	On-Line Lloyds Banking Workshop Introduction to careers within Lloyds group and one-to-one on-line chat with Lloyds Apprentices	March	2, 3, 4, 5
	Year 12 Oxbridge Information Evening Start of support programme with visiting Cambridge professor	March & ongoing	3, 7, 8
	Year 12-13 Year 13 share their Post-18 Top Tips with Year 12	March	3
	AmGen Gene Sequencing Weekend research project extracting and sequencing DNA	March	3, 4, 5, 6
	Year 12 Higher Education Exhibition	Spring Term	2, 3, 5, 7
	Year 12 Student Life Visiting speakers from Bath and Glasgow Universities	April	2, 3, 7
	Year 12 Gap Year Visiting Speaker from Oyster Worldwide	April	3, 5
	Year 12 One to One Rotary Business Professional Interviews	May	3, 5, 8
	Journalism Visiting Speaker Optional lunchtime session - Dr Jenner of Harlow College of journalism	May	3, 4, 5, 7
	Year 12 Apprenticeship Introduction Visiting speaker from ASK Project and ex-TBSHS alumnus who is a GSK Apprentice	May	2, 3, 4, 5, 7
	Year 12 Personal Statement Education	May	3, 4, 8
	Year 12 UCAS Apply Education and Registration	June	3, 7
	Year 12 Work Experience Week	June	2, 3, 5, 6

	Year 12/13 One to One Post- Guidance Interviews with Form Tutors	July & September	3, 8
	Citizenship Programme External Speakers from varied backgrounds (Politics, Human Rights, Sports, Journalism....)	Fortnightly throughout academic year	3, 5, 7
	Enrichment Programme Opportunities for MUN, debating, volunteering in community (e.g. Grove Cottage – Mencap, ...), subject societies (e.g. Maths & Physics, Medical, Computing)	Weekly throughout the year	3, 4, 5, 6, 7
	Mentoring and Leadership Programmes Student involvement with lower year groups, e.g. Paired Reading, Peer Mentoring, Film Club, Drama Club, Music Leadership.	Weekly throughout the year	3, 4
	INTERACT Sixth Form charity fund-raising group with external advice from Rotary Club	Ongoing	3, 4, 5
	Sixth Form Senior Team Positions of responsibility including managing Tuck Shop, running Sixth Form and School Councils	Ongoing	3, 4

National Apprenticeship Week: Information & opportunities sent via Daily Notices & Parent Bulletin

National Careers Week: Updates via Daily Notices on NCS theme of the day + links to websites – also on Parent Bulletin.

There are many leadership opportunities, some examples:

School Council: Years 7 to 11 – democratic participation, leadership, communication skills

Form Captains

House Captains

Music Leadership

Mentoring Scheme

Interact

Senior 6th Form Team

Mentoring Scheme

