

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 2024-25

This Overview covers Gatsby Benchmark 1

A Stable Careers Programme

| Year group | Services | When activity takes place | Gatsby Benchmark |
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| All Years | Weekly Newsletter detailing career opportunities, vacancies, exhibitions, festivals, open events, masterclasses, research suggestions, work experience, competitions, careers news – and IAG | 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 |
| | Assembly <i>Introduction to Careers</i> | 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 |

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| | 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 |
| | <i>Year 8 Insight Careers Day</i> Representatives from different sectors/carousel style presentations | June | 2, 3, 5, 8 |
| | <i>My Personal Skills Journey</i> Booklet to help identify personal strengths & weaknesses | Summer Term | 2, 3, 4 |
| Year 9 | Assembly Presentation Employer Visit | March | 2, 3, 4, 5 |
| | <i>National Careers Week</i> 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 |
| | <i>Years 9-13 Careers Forum</i> 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 | October | 2, 3, 4, 5 |

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| | 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 |
| | <i>Aspire</i> 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 Herts County Council & Head of Year | June | 5 |
| | Lunchtime Careers Workshop with Guest Speaker | Ongoing | 2, 3, 4, 5 |
| | <i>Years 9-13 Careers Forum</i> 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 |

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| One to one Guidance Interviews <i>Next Steps</i> – with school Career’s Adviser | Ongoing | 3, 8 |
| <i>Aspire</i> 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 Harlow College Cambridge Regional College 16-19 Creative Media College Herts Regional College, Writtle College University of Hertfordshire | October-January | 2, 3, 4, 7 |
| <u><i>How to Choose Your A Levels</i></u> <u><i>BTEC Qualifications</i></u> Fiona Price | November | 2, 3, 4, 7, 8 |
| <i>Years 9-13 Careers Forum</i> 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/Nat West Money Sense etc | November | 3, 4, 5, |
| <i>Arkwright Scholarship Trust</i> Targeted Assembly Guidance on Scholarship Programme to targeted students | November | 2, 3, 4 |
| Assembly Presentation Future Employment Market Herts Local Enterprise Partnership (LEP) | January | 2, 3, 4, |

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| | National Careers Week Potential Careers - Quiz with Tutors | March | 2, 3, 4, 8 |
| | 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 |
| 6 th 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 |
| | <i>Life Beyond TBSHS</i> 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 <i>Next Steps</i> – with school Career's Adviser | Ongoing | 3, 8 |
| | Lunchtime Careers Workshop with Guest Speakers | Ongoing | 2, 3, 4, 5 |
| | <i>Aspire</i> Admissions Support - Registering of student interest in 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 |

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| Nominations/reference support for Masterclasses, Summer schools e.g. <i>Aspire</i> Masterclasses, <i>Headstart</i> , <i>Sutton Trust</i> , <i>Imperial College</i> Work Experience, Nottingham Potential Programme | Ongoing | 3,7, 8 |
| Visit to Bishop's Stortford College for <i>International University Roadshow</i> – hosted by <i>The University Guys</i> | October | 3, 4, 7, 8 |
| <i>AAA – Application Apprenticeship Advice Programme</i> Sessions on completion of forms, psychometric testing, interviewing etc | November and Ongoing | |
| <i>Years 9-13 Careers Forum</i> 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 <i>Aspire</i> Workshop with representatives from Admissions, Cambridge University plus additional practice interviews including Medicine, Philosophy and History | November and Various dates in Nov & Dec | 3, 4, 5, 7, 8 |
| <i>Roche GenerationX</i> Visit to Roche products for insight into careers in science for selected Yr 12 and Yr 13 | November | 2, 3, 4, 5, 6 |
| <i>Uptree Careers</i> in STEM Workshop Optional session for Year 12 & Yr13 on employability and networking with focus on STEM careers, e.g. with <i>MBDA</i> | November | 2, 3, 4, 5, 6, 8 |
| University Budgeting for Year 13 | January | 3, 7 |
| <i>GSK</i> Work Experience Year 12 | February ½ term | 3, 4, 5, 6 |
| <i>Unifrog</i> introduction to Year 12 On-line tool for research into Uni courses, Apprenticeships & FE courses | March | 3, 7 |
| CV Education | March | 3, 4, 8 |

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| | National Careers Week and Apprenticeship Week Themed Assemblies/Tutorials | March | 2, 3, 4, 5 |
| | Year 12 Post-18 Information Evening | March | 3, 4 |
| | On-Line <i>Lloyds Banking Workshop</i> Introduction to careers within Lloyds group and one-to-one on-line chat with Lloyds Apprentices | March | 2, 3, 4, 5 |
| | Year 12 <i>Aspire</i> 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 |
| | <i>AmGen</i> 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 various Universities | April | 2, 3, 7 |
| | Year 12 Gap Year Visiting Speaker from Gap Year Company | April | 3, 5 |
| | Year 12 One to One <i>Rotary</i> 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 |

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| Year 12 Visit to Bishop's Stortford College for prospective medics to observe <i>Operating Theatre</i> | May | 3, 4, 5 |
| 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.

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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

Just a few of the other promoted activities:

University subject taster days

Lunchtime Clubs: Geography, Programming, Science, Film, Drama, Music

Drama Festival

House Drama Competitions

Music Festival

Maths Challenge competitions

History Discussion Group

Public Speaking/Debating

Maths in Action day

Maths Juggling day

Crest Award

GSK Quiz

Citizenship guest speakers

Dragon's Apprentice

Arkwright Trust

Scholars Groups Years 10 & 11 ... and many more

Trips:

Trips provide a learning venue that matches a student's natural inclination to know more & engages students of all abilities and helps to put the learning subject in context. Group activities may include adventurous expeditions that develop social skills and self-confidence. For confident individuals, school trips can change attitudes and raise aspirations through participation in activities. Rising to new challenges and living alongside their peers helps pupils to become more adaptable and confident - critical to their development.

Schools trips provide powerful learning outcomes for young people that contribute to a sense of belonging, feeling valued and the ability to make a positive contribution in their community and society at large. Students become more resilient and optimistic and their emotional health and self-esteem improve.

All of these positive attributes help to develop skills and enhances existing ones as well as improving a student's employability.

Amongst many others, the following curriculum/non-curriculum trips take place throughout the school calendar on a rolling basis, for Years 7-13:

Immersive Language Trips & Exchanges

Geography; field trips

RS & Citizenship; trips

History; Ypres, Hastings plus archaeological dig

Business Studies; business wholesalers visit, Toro UK Ltd, City of London trading floor visit

Bushcraft

Poland

Senior World Rugby Tour; South Africa/Australia etc

Ski: Years 7-13

Cern

MUN (Model United Nations)

Language Exchange Trips

Duke of E: Gold/Bronze

World Cricket Tours for Years 9,10, 11, & Seniors (Sri Lanka etc)

Berlin

Nat. Citizenship Prog

Guernsey Cricket Tour for Years 9-10

New York

Music Tours