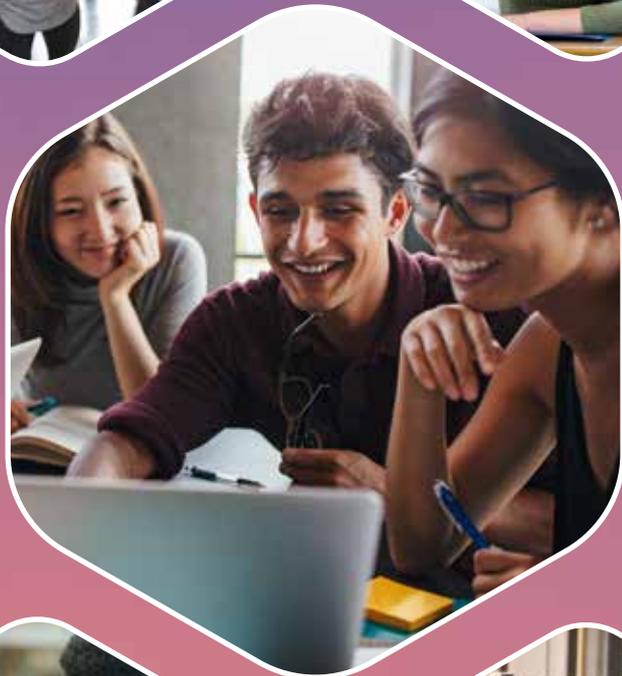
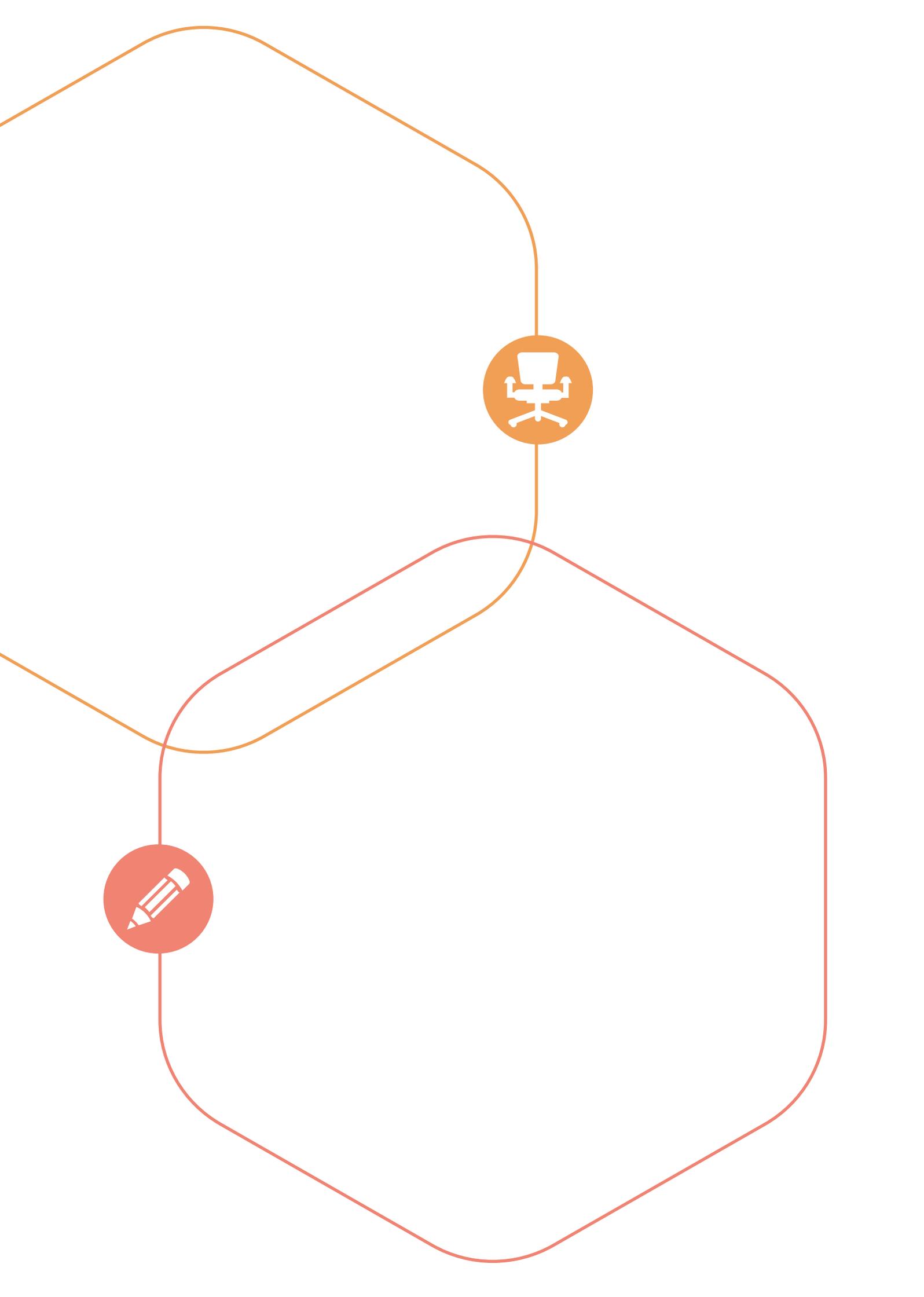


Careers Wales Offer - 2019-20

Sixth Form Students in Wales





Context

There are three aspects to the Careers Wales offer for students in sixth forms across Wales:

1	A case-loading offer to students identified as Tier 4, i.e. those at risk of dropping out of Sixth Form or of not making a positive transition
2	A universal digital offer to all students studying at a Sixth Form
3	An additional support offer for students with learning difficulties and / or disabilities who are statemented / equivalent

A Careers Wales Account Executive (Appendix A) is allocated to every secondary school, FE campus and special school across Wales and support for students in sixth forms will be co-ordinated by them.

The offer set out will form part of the annual partnership agreement meeting and subsequent termly review meetings.

In order to deliver this offer, we ask that schools work with their Account Executive to develop necessary processes for the provision of careers education, information, advice and guidance and provide the following information on sixth form students:

- a) Names and contact details of students identified as Tier 4 (see 1. above)
- b) Names and contact details of students who have dropped out
- c) Names and contact details of students who are statemented or equivalent
- d) Dates of annual reviews scheduled for students who are statemented or equivalent
- e) Names and contact details of students involved with the Seren project.

In order to facilitate sharing of relevant information, as per the above, and to take account of GDPR regulations, we ask that schools allow Careers Wales Advisers access to SIMS or equivalent customer information systems.

Our Privacy Statement outlines how we use the data we collect and you can access this here <http://www.careerswales.com/server.php?show=nav.7581>

In addition, and to facilitate the circulation of careers related information to students, we will seek access to the schools **digital learning platform** such as Google Classroom.





Developments

During this academic year we plan to develop and pilot the following with support from a small number of school sixth forms:

Sixth Form Students Career Management Diagnostic Tool

This will help us to identify the career management and guidance needs of students in sixth forms and will be a digital resource to help Careers Advisers understand the career related needs of students.

Careers Wales Hubs

We will develop some promotional resources; a pop-up stand; academic subject posters; how to contact us posters for display in Sixth Form areas and allocate these to a small number of Sixth Forms across Wales.



The Sixth Form Offer to Tier 4 Students

Sixth forms will have processes in place to identify students who are at risk of dropping out of school or who are in danger of not making a positive transition at the end of their course. Our remit letter from the Welsh Government requires us to target our Account Executive resource in schools to support these students.

In order to do this, we will work closely with Heads of Sixth to identify students who are at risk and agree appropriate delivery; our delivery will aim to improve sustainability and achievement in sixth form, support students' positive transition and improve opportunity awareness. Activities we can offer to do this are as follows:

Guidance interviews

The school Careers Adviser can provide face-to-face guidance interviews to students identified as Tier 4. It is hoped that a flexible process can be developed in sixth forms using digital methods (text, email, school learning platforms) enabling students to contact the Adviser when needed.

In addition, we would encourage a more formal process to be developed by the Adviser and Head of Sixth that identifies students who are at risk; this will enable the Adviser to effectively caseload these students.

There will be a small number of students who attend sixth form that the Careers Adviser had identified as being at risk of NEET during KS4. These students will form part of the Careers Advisers sixth form caseload.

All students identified as Tier 4 will be flagged as such on our Customer Management database - IO; this data will feed into the Welsh Government's 5 Tier model and headline data i.e. the number of students in Tier 4 by LA, is available across Wales. Due to this, following delivery of Careers Wales services and where the Careers Adviser assesses the student as no longer being at risk of dropping out or of not making a positive transition, the Tier 4 flag will be removed from the students IO record.

These students then become Tier 5 and can continue to access Careers Wales support via the universal sixth form offer (see below)





Case-loading

Students identified as Tier 4 will be pro-actively case-loaded by the school Careers Adviser and provided with services based on their needs – these services will focus on sustainability and development of career management competencies.

The expectation is that case-loading will be a pre-dominantly digital activity making good use of e-mail, texts, phone and social media to keep in touch, provide relevant information and promote access to rich content, such as invitations to webinars, video links and campaign resources via www.careerswales.com. This aspect can be facilitated by the Careers Adviser having access to the schools digital learning platform.

Group Sessions

can be delivered to Tier 4 students and the content will generally be the same as outlined in the Universal Sixth Form offer below. However, additional topics can be negotiated in order to meet specific career related needs of case-loaded students.



The Universal Sixth Form Offer

The Universal Offer

is available for any student who is studying in Sixth Form provision in Wales. It is pre-dominantly a digital offer and we actively encourage any student with a career's information, advice or guidance need to contact us using the following methods. Whilst enquiries can be made at any time, these platforms are staffed Monday to Friday from 9am to 5pm and links to these are available via our website www.careerswales.com.



@careerswales



facebook.com/
careerswales
(including Fb
Messenger)



instagram.com/
careers_wales



linkedin.com/
company/
careers-wales



youtube.com/
careerswales



Webchat
www.careerswales.com



Phone
0800 028 4844



From a Mobile
029 20 90 6800



Email
post@careerswales.com

Guidance interviews are available, and students can request a **call-back by phone or via video link** at a time convenient to them.

The following activities are offered to sixth form students and schools can request these to support the wider sixth form, i.e. Tier 5 students (Appendix B).

Parent Evening Attendance

The Careers Adviser can attend one sixth form parent event during KS5 each academic year; input can include careers clinics to provide information and advice to parents and students; access to VR Headsets - these show a number of vocational areas, i.e. the NHS; Engineering; workshops on alternatives to HE and Degree apprenticeships; a variety of related video content. Other input can be negotiated.

Assembly Talks

During the Autumn term, the Careers Adviser can provide an assembly talk on the Careers Wales sixth form offer and the different ways students can access impartial careers information, advice and guidance.

Group Delivery

There will be opportunities at different times of the year where the Careers Adviser can deliver group sessions on specific topics. Topics should be in support of the 4 on-line Campaigns that will run via our website, www.careerswales.com These are:

Induction / Freshers (26th August to 13th September 2019)

Stop! Don't Drop (30th Sept – 1st Nov 2019 and 2nd Jan 2020 to 31st Jan 2020)

Moving-On Moving-Up (30th March to 30th June 2020)

Where now? (August 2019) incorporating A Level and GCSE Results Days

For example, during the induction period in schools, the adviser could deliver group sessions on Top Tips for Success in Sixth Form and during the Moving-On, Moving-Up Campaign deliver an Introduction to Skills to Succeed including registration and an overview of modules that link to the Campaign theme.

To support these group talks, there are a number of digital resources that can be provided to students via the schools digital learning platforms or during in tutor / registration groups. Your Careers Adviser will be able to discuss these in more detail during the partnership agreement negotiations.

These campaigns will be a universal offer to sixth form students, however Careers Advisers will be expected to actively promote these sessions to their Tier 4 case-load and encourage them to access the sessions that are useful for them.

Students facing the labour market

Where students have made an informed decision to leave school and are looking for employment, an apprenticeship, a traineeship or to become self-employed the school Careers Advisers will facilitate an introductory meeting with a Careers Wales Working Wales Adviser.

This hand over is necessary so that the labour market needs of the young person are fully identified, and appropriate next step provision sourced in-line with the Welsh Governments Working Wales contract.



The Sixth Form Offer to Seren Students

In partnership with the Seren network, we will be developing webinars that will be hosted on our Career Wales TV channel. Post 16 students will be made aware of these and schools and colleges encouraged to facilitate attendance.

Careers Wales staff will be attending the National Seren Conference and delivering a specific careers related workshop. Account Executives will be promoting this workshop to Seren students in schools and colleges.

The Sixth Form Offer for Students with Statements of SEN

Our offer remains in-line with the requirements outlined in the Special Educational Needs Code of Practice for Wales document. Careers Wales Advisers will:

Undertake guidance interviews to ensure students are aware of their options and able to make informed decisions about their next steps

Attend leaver reviews and reviews for students in their penultimate year of school.

Produce Learning and Skills Plans for eligible young people leaving school to enter further or higher education, or work based learning

Collate assessment materials and evidence in order to produce funding applications

Deliver group sessions as agreed in partnership agreement meetings or reviews.



Appendix A

The Account Executive will act as the link between the school and Careers Wales. They have an overall understanding of Careers Wales Services available to sixth form students and can liaise with colleagues to co-ordinate the most appropriate delivery. The aim is to support students make informed, realistic decisions about their future and next steps by applying their career management and employability skills to sustain engagement within education, employment or training.

Appendix B

Tier 5 students are those who are settled in their sixth form destination and who the school nor the Careers Adviser have any concerns around them completing their programme of study and progressing into an appropriate next step destination.



