

Careers programme aims and your entitlement as a student at SHCG

- Prepare students for the world of work, higher education, or further training
- Provide access to quality information, experiences, and guidance
- Encourage career management and decision-making skills
- Ensure all full-time students have meaningful employer encounters

Theme	Activity (matched to Gatsby benchmarks)	Foundation	Level 1 and Level 2	Level 3	Higher Education	Part Time	Apprentices
CAREER PLANNING AND EXPLORATION	Careers induction & relevant tutorials	✓	✓	✓	✓	✓	✓
	Careers & Higher Education Fair	✓	✓	✓	✓	✓	✓
	Guest speakers from industries	✓	✓	✓			✓
	Higher Education/University guest speakers, visits & tasters			✓			
	LMI & careers exposure specific to core subject		✓	✓	✓		
	Work experience & industry placements		✓	✓			
	Opportunity for 1:1 careers guidance	✓	✓	✓	✓	✓	✓
	National Apprenticeship Week activities	✓	✓	✓	✓	✓	✓
UCAS & HE APPLICATIONS	Personal statement workshops			✓			
	UCAS guidance & drop-in support			✓			
	Information re: non university pathways (i.e. degree/higher apprenticeships)			✓			
TALK DON'T WALK	1:1 guidance & drop-in support		✓	✓			
	Exposure to alternative learning opportunities		✓	✓			
PERSONAL DEVELOPMENT	Encouragement to join student voice/changemakers	✓	✓	✓	✓	✓	✓
	Practical/industry specific skills embedded within chosen programme		✓	✓	✓	✓	✓
	Health & Safety/rights in the workplace	✓	✓	✓			✓
	Understanding the importance of English & Maths	✓	✓	✓			✓
EMPLOYABILITY	Opportunity for mock interview	✓	✓	✓	✓		
	Employability support around job searching		✓	✓	✓	✓	
	Job & apprenticeship application support i.e. CV writing		✓	✓	✓	✓	
	Student jobs board	✓	✓	✓	✓	✓	✓
	Apprenticeship application sessions		✓	✓			
NEXT STEPS PLANNING	Student finance information sessions			✓			
	Apprenticeship information sessions		✓	✓			
	SEN Annual Reviews (for those with EHCP)	✓	✓	✓			✓
	Progression conversations with tutors	✓	✓	✓			
	Course progression advice where needed		✓	✓			

Careers Education, Information, Advice and Guidance (CEIAG) at SHCG is led by the Group Careers Implementation and Admissions Manager and is supported by the Director of Marketing, Careers & Admissions, Governors and Senior Leadership Team. It is linked to the 2017 Gatsby benchmarks. The programme is influenced by our extensive employer network and is tailored to meet the challenging needs of our students throughout their time with us. It's content is delivered by a range of college staff including tutors, and supporting external agencies. Part-time, Adult & Apprentice students will be supported by both the college Careers Team and The National Careers Service.