

Baston House School & Wood Side Park Post-16 Hub

Careers Programme 2026-2027

Year 7

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to “Enterprise projects.”

Spring Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to reflect on themselves “All about me.”

Apprenticeship Week Activities – students will be introduced to apprenticeships and hear from apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – Students will be introduced to potential future careers in all the subjects they study during National Careers Week.

Summer Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to different jobs in a wide range of industries “what is a job.”

IAG careers interviews – These are careers interviews by a level 6 qualified careers advisor; it is an opportunity to get to know the students and discuss employment ideas and possibilities.

Year 8

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to “Enterprise projects.”

Spring Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to “why do we work?”

Apprenticeship Week Activities – students will be introduced to apprenticeships and hear from apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – Students will be introduced to potential future careers in all the subjects they study during National Careers Week.

Summer Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to different “jobs in the community.”

IAG careers interviews – These are careers interviews by a level 6 qualified careers advisor; it is an opportunity to build on the outcome of year 7 meetings. The purpose is to review their progress, aspirations, and next steps.

Year 9

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification *Incredible Futures*. These lessons will also introduce students to “Enterprise projects.”

Spring Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification Inspiring Futures. These lessons will also introduce students to different jobs and “Investigating possible career choices.”

Options Parents Evening – A night where pupils and parents/guardians can discuss their career paths by looking at the options in depth with our option subject teachers.

Optional Careers Advice Appointment for Students – Clare Hillman (Request only) – Students can arrange an appointment for personalised careers guidance and support with options choices.

Options Booklets – with extensive explanations of each Option and helpful websites to answer most queries are shared with students.

Apprenticeship Week Activities – students will learn more about apprenticeships and hear from more apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – Students will be introduced to potential future careers in all the subjects they study during National Careers Week.

IAG careers interviews – These are careers interviews by a level 6 qualified careers advisor, the purpose is to review their progress, aspirations, and next steps so they can make informed decisions about education, training, and employment.

Summer Term

Careers lessons – weekly lessons focusing on the skills required for work, using the AQA unit award qualification Inspiring Futures. These lessons will also introduce students to different jobs in a wide range of industries and “Finding work.”

Year 10

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 award first unit “Mindset”.

Spring Term

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 award “Looking for work” and “Getting ready for an interview”.

Apprenticeship Week Activities – students will learn more about apprenticeships and hear from more apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – Students will be introduced to potential future careers in all the subjects they study during National Careers Week.

Summer Term

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 award the final unit will be “Team Work”.

Work Experience – All year 10 students will complete a one-week work placement in the week after May half term.

IAG careers interviews – These are careers interviews by a level 6 qualified careers advisor, the purpose is to review their progress, aspirations, and next steps so they can make informed decisions about education, training, and employment.

Year 11

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 award first unit units “Making the right impression and rights and responsibilities in the workplace”.

Destinations Interviews – all year 11 students are interviewed by a member of the OFG Inspiring Futures Team to discuss Post-16 pathways.

IAG careers interviews – These are careers interviews by a level 6 qualified careers advisor, the purpose is to review their progress, aspirations, and next steps so they can make informed decisions about education, training, and employment.

Spring Term

Careers lessons - weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 certificate “Health and safety in the workplace”.

Follow Up Careers Advice Appointments for Students – All students will have the opportunity to make a further appointment for personalised careers guidance and support with Post-16 choices.

Apprenticeship Week Activities – students will learn more about apprenticeships and hear from more apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – students will be introduced to potential future careers in all the subjects they study during National Careers Week.

Summer Term

Careers Lessons - weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Entry level 3 certificate Final unit “problem solving skills”.

6th form

Autumn Term

Introduction to Careers at Baston House School assembly delivered by Clare Hillman (Careers Coordinator). Students will be introduced to the careers provision at school and the key skills that underpin our careers programme.

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Level 1 award first unit units “Mindset”.

Spring Term

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Level 1 award units “Creating a CV and Developing assertiveness”.

Follow Up Careers Advice Appointments for Students – All students will have the opportunity to make a further appointment for personalised careers guidance and support with Post-18 choices.

Apprenticeship Week Activities – students will learn more about apprenticeships and hear from more apprentices through tutor time activities during this week.

Careers Week Curriculum Activities – students will be introduced to potential future careers in all the subjects they study during National Careers Week.

IAG careers Destinations Interviews – all year 13/14 students are interviewed, these are careers interviews by a level 6 qualified careers advisor to discuss Post-18 pathways. It will provide students with impartial careers guidance, helping them explore options, review progress towards career goals, identify appropriate education and training pathways, and create action plans to support successful transitions into further education, training, or employment.

Summer Term

Careers lessons – weekly lessons focusing on the skills required for work these qualifications are to help learners to develop the knowledge, understanding and essential skills employers look for in employees. Using *NCFE* as a qualification units are completed for the Level 1 award final unit “Teamwork”.

Work Experience – All year 12 students will complete a one-week work placement after the half term.

Timeline of activities

Date	Activity	Staff	Year group
September	Introduction to careers education at Baston House School and Woodside Post 16 Hub	CIHi	KS3 - 5
October	Pre-destinations interview preparation	CIHi lead Careers teachers	Years 11 & 13/14
November	Destinations interview meetings OFG Careers team	CIHi organiser	Years 11 & 13/14
December	Destinations interview notes shared with students and parents.	CIHi	Y11 & 13/14
	Progress check: - Incredible futures (AQA) - Employability skills (NCFE)	CIHi – lead KS 3,4& 5 careers teachers	KS3 – 5
Christmas Break			
January	Follow-up careers meetings	CIHi	Y11 & 13/14
	Qualification entries to exams officer	CIHi	KS3 - 5
February	Transition paperwork	CIHi	Y9, 11 & 13/14
	KS4 Options meetings	CIHi	Y9
	Apprenticeship week activities	CIHi	KS3-5
	National Careers Week activities	CIHi	KS3-5
	Submission of standardisation paperwork:	CIHi to lead.	KS 3 & 5
	Incredible futures (AQA) NCFE	KS3,4&5 careers teachers	
	Progress check: Incredible futures (AQA) Employability skills (NCFE)		
Easter Break			
April	Options meetings	CIHi	Y9
May	Uploading of qualification outcomes	CIHi & Exams officer	KS 3-5
	Work experience preparation	CIHi – lead Careers teachers	Yr10 & 12

June	Work experience placement visits	CIHi	Yr10 & 12
July	Progress check: - Incredible futures (AQA) - Employability skills (NCFE)	CIHi – lead KS 3 4 & 5 careers teachers	KS 3-5