

FutureReady18

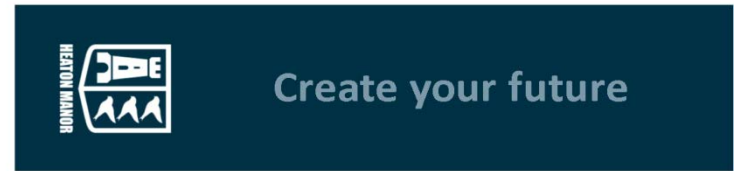
A practical guide to planning and delivering a collaborative primary/secondary careers fair in your school.



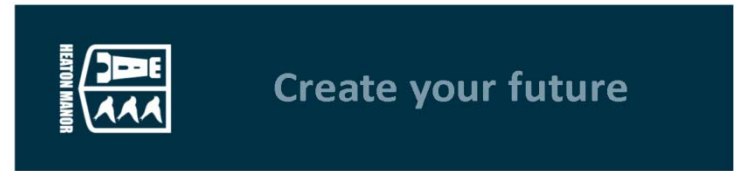
Lucy Oades



Sue Taylor



Gatsby Foundation Benchmarks: Good Career Guidance	PRIMARY West Jesmond & Chillingham Road	SECONDARY Heaton Manor
<p><i>BENCHMARK #1: A stable careers programme</i></p>	<p>Developing an NHS Careers and Employability specialism for Year 5 (aged 9-10) and Year 6 (aged 10-11) pupils.</p>	<p>CEIAG embedded in Y7-13, KS2 to “feed in” September 2015 Careers Fair at Heaton Manor – Y5/6 students could be invited</p>
<p><i>BENCHMARK #2: Learning from career and labour market information</i></p>	<p>Primary focused resources on the NHS labour market. Primary age appropriate resources and fact sheets to be developed as an integral part of this project, perhaps a NHS Careers Primary passport? http://www.stepintothens.nhs.uk</p>	<p>December 2015/January 2016 Year 8 NHS Careers Competition, involving research using “Step into the NHS” website and bought in software “Job Explorer Database”</p>



<p><i>BENCHMARK #3: Addressing the needs of each student</i></p>	<p>NHS 'parental expert' sessions at West Jesmond and Chillingham Road Primary combined with independent career guidance sessions that could be offered to Primary learners by Sue Taylor, Heaton Manor Secondary School.</p>	<p>Post 16 Future Doctors & Dentists interventions at Secondary School. 10 Y9 students attend the Medicine and Dentistry Day Possible use of alumni via Future first</p>
<p><i>BENCHMARK #4: Linking curriculum learning to careers</i></p>	<p>Identifying potential cross curricular themes at Key Stage 2 (Year 5 and 6) that could link in with the NHS Careers & Employability pilot project. Working with Heaton Manor to provide Primary Learners with Secondary Gifted and Talented student mentors who can support in linking Primary curricular learning to NHS careers.</p>	
<p><i>BENCHMARK #5: Encounters with employers and employees</i></p>	<p><i>Potentially pre-Easter 2016</i> 'What's my job' NHS Careers Fair hosted at West Jesmond Primary School but active participation in this event from Chillingham Road Primary School and Heaton Manor Secondary School.</p>	<p>Support for pre-Easter 2016 'What's my job' NHS Careers Fair from G & T cohort of Learning Mentors from Heaton Manor</p>



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<p><i>BENCHMARK #6: Experiences of workplaces</i></p>	<p><i>Potentially post Easter 2016</i> Co-ordinated programme of workplace visits to Great North Children's Hospital and NHS Dental Hospital for Year 5 or Year 6 learners.</p>	<p>Support for post Easter 2016 workplace programme from G & T cohort of Learning Mentors from Heaton Manor</p>
<p><i>BENCHMARK #7: Encounters with Further & Higher Education</i></p>	<p>Potentially post Easter 2016 Co-ordinated programme of FE/HE visits through Newcastle & Northumbria Universities.</p>	<p>Support for post Easter 2016 FE/HE encounters programme from G & T cohort of Learning Mentors from Heaton Manor</p>
<p><i>BENCHMARK #8: Personal Guidance</i></p>	<p>NHS 'parental expert' sessions at West Jesmond and Chillingham Road Primary combined with independent career guidance sessions that could be offered to Primary learners by Sue Taylor, Heaton Manor Secondary School.</p>	<p>Shifting NHS career trajectory programme from current provision at Post 16, down to early intervention at Key Stage 3 (Years 7-9).</p>



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Overview

What was it?

- Joint project
- Aim was to enthuse students about careers and raise aspirations



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How did it all begin?

Primary story

- Funding
- Support from NHS partners
- Parent volunteers
- Early site visit

West Jesmond Primary Event Team

Project Manager

'What's my job' NHS Careers Day
Wednesday 29th June 2016, 9 am -
11.20 am at West Jesmond Primary
School.

West Jesmond Primary Event Team

**West Jesmond Primary
Event Team**

Deputy Project Manager

**Job 1: Creating the 'NHS
Careers' Resource.**

Your job will be to create an informative yet educational resource appropriate to a Year 5 audience. This resource should give examples of NHS Careers pathways & enable pupils to interact effectively with exhibitors.

*Key Contact: Ms Faith Thompson,
Reprographics, Heaton Manor
(3 - 5 students)*

Job 2: Customer Satisfaction.

This job involves being the public relations arm of the team. Exhibitors and contributors to the careers fair must be treated as customers who need to be looked after as best as possible in the run up to the event but importantly, on the day of the Careers morning itself.

*Key Contact: Mrs Taylor,
Careers Leader, Heaton Manor
(2 - 3 students)*

**Job 3: Marketing and
Communications.**

A team of students who must ensure communication between team members is clear and consistent as well as being the main point of contact for Mr Wallis-Clarke, the Headteacher, & Mrs Oades at West Jesmond Primary. This team will also be responsible for ordering and printing of t-shirts for the event, if required.

(2 - 3 students)

Job 4: Logistics.

This team will be responsible for liaising with Mrs Taylor & Mrs Strong to book transport and cover every logistical eventuality on the day of the NHS Careers event. They will also work on any other logistics and practical considerations as the event draws nearer.

(3 - 5 students)



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Year 9 activities

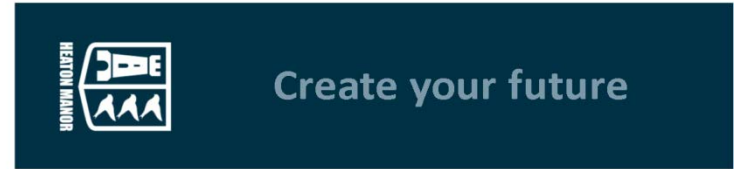
- Application process
- Teams & leaders
- Meetings
- Booklets
- Banners
- Bookings
- T Shirts/high vis jackets



How did it work on the day?

Practicalities

- Setting up hall
- Signing in delegates
- Timings/group sizes
- Refreshments
- Students helping Y5



Advantages

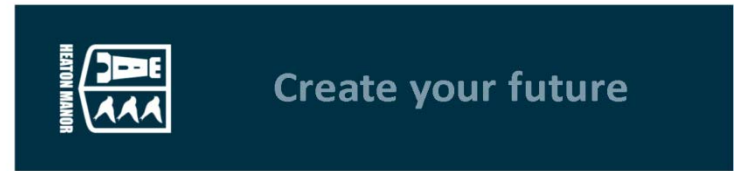
Primary	Both	Secondary
<ul style="list-style-type: none"> • Introduction to Careers Education and Information • Link to a neighbouring primary school • Parents as delegates • Visit to senior school fair 	<ul style="list-style-type: none"> • Employability skills • Gatsby Benchmarks • Staff CPD • Business Networking • Transition support • Staff links 	<ul style="list-style-type: none"> • Enterprise qualification • Job applications • Involvement of Enterprise Adviser • Workplace visits



Create your future

- **From:** Emily
Sent: 27 June 2016 18:05:21
To: Taylor, Sue;
Subject: Pens

Hello, it's Emily from the resources team of the well being project. I was just emailing to let you know I was able to get 23 additional pens from my parents employers for the NHS 'What's My Job' event so there should now be enough for all the attendees.



Hi Lynne

This event was this morning and it was absolutely fantastic, due in no small part to our HM Year 9 students who had huge input into the planning of the day, design of the “passport” completed by each primary child, acting as hosts and guides to adults and children and generally being absolutely wonderful ambassadors for our school. I was so very proud of them.

Can we please ensure that each student involved is thanked and some sort of record of their involvement is made – they showed real enterprise and this will be a very useful addition to their CVs and personal statements in time to come. I think they all got a lot out of it and I was delighted that it was a real mix of students who had been afforded this opportunity.

I am sure you will want to congratulate them personally.

Best wishes

Shirley



Create your future

Over to you...

- Look at booklets etc
- Discuss secondary teams
- Other possible future themes



Create your future

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A practical guide to planning and delivering a collaborative primary/secondary careers fair in your school.



Lucy Oades

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