

The background of the cover features three children laughing joyfully. On the left is a girl with glasses and long hair, in the center is a girl with a wide smile, and on the right is a boy laughing. The image is overlaid with vertical stripes in various colors (blue, green, yellow, red, purple, orange).

# SCHOOL ACTIVITY SUPPORT GUIDE

2022/2023

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Please note that whilst every effort has been made to ensure the content within this guidance document is accurate the information contained within the guide has been provided by partner organisations and is therefore subject to change without the knowledge of the Worcestershire Careers Hub.

The Worcestershire Careers Hub cannot take responsibility for any changes made to the detailed offers of support nor can they be held responsible for any of the activity which is delivered within education establishments.

Arranging the content and format of any activity which is due to take place within education establishments is the sole responsibility of the organisations concerned.

The purpose of this document is to ensure that ALL educational establishments across Worcestershire are made aware of the variety of support on offer to them from partner organisations willing to support the delivery of careers education to students.

This document will provide details of the activities on offer, how to complete the booking process and the notice period required to secure this offer of support.

The support on offer from our partners is key to ensuring that educational establishments across Worcestershire have the options to undertake activities which will in turn help them achieve the Gatsby Benchmarks and provide the required standards of careers education to their students.

The Inspiring Worcestershire Careers Hub is continually looking at new and innovative ways in which we can support educational establishments across Worcestershire. The central hub delivery team will continue to release NEW resources which support the delivery of careers education, either in a virtual or classroom environment but will also drive forward engagement with potential partners to ensure our educational establishments have a wider range of support available to them in the future.



# CAREERS LEADER INTRODUCTION

Careers Leaders are responsible and accountable for the delivery of their school's programme of careers advice and guidance. It is a senior role that requires the person doing it to have a clear overview of the school's careers provision and to make sure that the school meets the Gatsby Benchmarks.

Careers leadership involves planning, implementing and quality assuring a careers programme for the school; managing the delivery of career guidance; networking with external partners, including employers; coordinating the contributions of careers teachers, subject teachers, tutors and SENCOs.

The Careers Leader should be someone who can liaise with external partners, such as employers, learning providers and career guidance services, as well as ensure that the various elements of the school's careers provision are coordinated and managed through a stable and embedded programme.

They are also responsible for ensuring that the careers programme continuously improves and that it delivers the kinds of impact that are needed for young people. This means paying careful attention to feedback from all stakeholders and to the destinations of students.

Our hope is that the information contained

within this document will provide our careers leaders with a comprehensive guide to the activity support on offer from partners across Worcestershire, who to contact and details of any formal booking processes which must be followed which in turn will make the organisation of these activities a little less time consuming.

The activities offered are varied and include assemblies, workshops, taster days, open events and much more. Arranging for these activities to take place within your educational setting will help you in part work towards the achievement of the Gatsby Benchmarks.

Due to events which have taken place over the last year many of our partner organisations have adapted their delivery approach to allow for delivery to take place across virtual settings and have been listed on the relevant pages within this guide.

As always the Inspiring Worcestershire Careers Hub delivery team will be on hand to provide you with any further support you may require to further develop your careers programmes and ensure that you are made aware of any of the NEW resources which are also being produced to support the delivery of careers education across Worcestershire.

# WORCESTERSHIRE EDUCATION BUSINESS

## PROVIDER NAME

Worcestershire EBP Limited

## PROVIDER EMAIL ADDRESS

[enquiries@webp.org.uk](mailto:enquiries@webp.org.uk)



WORCESTERSHIRE  
EDUCATION BUSINESS  
PARTNERSHIP

## PROVIDER CONTACT

Kim Cook

## PROVIDER CONTACT NUMBER

0300 666 3 666

## ACTIVITIES OFFERED

### WORCESTERSHIRE EBP LIMITED

EBP is a service available to Worcestershire educational establishments in order to support them with their education & business relationships.

EBP offers an extensive database of over 4500 employers offering work experience and extended work experience opportunities. A comprehensive management system ensures that EBP can cater for all educational establishments needs, with the option for schools to add their own employer leads.

Qualified health and safety staff check all placements before work experience takes place and on hand support and training on the database is available for anyone who requires it.

#### BOOKING PROCESS:

Contact WEBP via  
[enquiries@webp.org.uk](mailto:enquiries@webp.org.uk)

#### NOTICE PERIOD:

N/A



# WORCESTERSHIRE APPRENTICESHIPS

## PROVIDER NAME

Worcestershire Apprenticeships

## PROVIDER EMAIL ADDRESS

[info@worscapprenticeships.org.uk](mailto:info@worscapprenticeships.org.uk)

## PROVIDER CONTACT

Kim Cook

## PROVIDER CONTACT NUMBER

0300 666 3 666



## ACTIVITIES OFFERED

### APPRENTICESHIP TALKS (YEARS 7-13, PARENTS AND TEACHING STAFF)

Apprenticeship talks provide impartial information advice and guidance to parents and/or teaching staff to enable them to have a clear understanding of what is involved in an Apprenticeship programme and the opportunities available locally. They will also:

- Increase awareness and understanding of entry requirements for Apprenticeships and the different levels
- Explain progression opportunities and Higher & Degree level Apprenticeships
- Help students to understand how to apply for vacancies and set up alerts

WA can deliver Apprenticeship talks at assemblies or to groups of students of any size or year group. Presentation and Q&A session requires 15-30 minutes dependent on group size. WA also offer Apprenticeship talks to parents and teaching staff, please contact the team for more information

#### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worscapprenticeships.org.uk](mailto:info@worscapprenticeships.org.uk)

#### NOTICE PERIOD:

N/A dependent on availability

### APPRENTICESHIP WORKSHOPS – VACANCY SEARCH AND APPLICATION SUPPORT (YEARS 11-13)

Apprenticeship workshops provide impartial information, advice and guidance to students to enable them to have a clear understanding of what is involved in an Apprenticeship programme and provide support with searching and applying for vacancies, setting up their apprenticeship account, applying for vacancies and managing alerts.

WA can deliver the Apprenticeship workshops over 1 lesson period to groups of students (maximum group size 25). The workshops will also include an apprenticeship presentation and Q&A with online registration and access to the 'Find an Apprenticeship Vacancy' system, setting up individual accounts and applying for vacancies/managing alerts.

Internet access would be required, ideally using your IT suite/s with each student having online access

#### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worscapprenticeships.org.uk](mailto:info@worscapprenticeships.org.uk)

#### NOTICE PERIOD:

N/A dependent on availability

### INDUSTRY TALKS LED BY EMPLOYERS (YEARS 7-13)

Industry talks inform students about different industry sectors, job roles, qualification requirements for career progressions and employer expectations. Worcestershire Apprenticeships will source you a local employer from an industry of your choice.

#### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worscapprenticeships.org.uk](mailto:info@worscapprenticeships.org.uk)

#### NOTICE PERIOD:

4 weeks

### INDUSTRY VISIT DAYS (YEARS 10-13)

Industry visit days provide students the opportunity to visit an employer's premises to find out about industry sectors, job roles, qualification requirements for career progressions and employer expectations.

WA can organise between 1-3 employer visits across different sectors over ½ or a full day for groups of up to 25 students (A wide range of sectors can be covered using local employers)

#### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worscapprenticeships.org.uk](mailto:info@worscapprenticeships.org.uk)

#### NOTICE PERIOD:

2 weeks

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## MOCK INTERVIEW DAYS (YEARS 11-13)

Mock interview days provide students with interview experience from local employers in order to help students prepare for the world of work. WA can support in helping you plan your own mock interview days and engaging employers. Mock interview group size of 60 targeted students is recommended but larger groups can be supported.

Usually 3 - 4-hour Mock Interview sessions are delivered at school and can be organised to fit in with your timetable for years 11-13 or we can help and support you with your planned mock interview day.

### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worcestershireapprenticeships.org.uk](mailto:info@worcestershireapprenticeships.org.uk)

### NOTICE PERIOD:

4 weeks

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## CAREER FAYRES (YEARS 7-11)

Careers Fayres provide the opportunity for a range of training providers, colleges and employers to showcase their apprenticeship offer to your students and talk about different industry sectors, providing information advice and guidance on opportunities available through apprenticeships and the different career pathways Post 16.

WA can help to organise 1-2-hour apprenticeship events delivered at school which can be organised to fit in with your timetable or we can support your schools existing Careers Fayre.

### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worcestershireapprenticeships.org.uk](mailto:info@worcestershireapprenticeships.org.uk)

### NOTICE PERIOD:

4 weeks

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## SECTOR SPECIFIC WORKSHOP (YEARS 11-13)

Sector specific workshops provide a 'hands on' activity for students to gain an understanding of job roles in different industries. Sectors include:

- Engineering workshops
- Agri Tech/Land based engineering workshops.
- Digital/Cyber workshops
- Construction workshops
- Early Years and childcare workshops

(any other sector requests can be accommodated upon request)

The workshops are delivered in a classroom environment and will enable students to work as a team and gain a real insight into specific sectors, job roles, types of opportunities and career pathways into the industry. The activity will include a fun 'hands on' activity which enhances communication, team building and practical skills.

WA can organise sector specific workshops for groups of interested students (maximum group size 25)

### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worcestershireapprenticeships.org.uk](mailto:info@worcestershireapprenticeships.org.uk)

### NOTICE PERIOD:

2 weeks

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## EMPLOYABILITY WORKSHOPS (YEAR 11-13)

Employability workshops take place in a classroom environment and provide students with an understanding of the following:

- what is required during a formal application process
- writing a CV
- completing an application
- completing a covering letter
- Local labour market information
- Employability skills such as self-awareness, timekeeping and communication

WA will deliver workshops over 1 lesson period to groups of students (maximum group size 25)

### BOOKING PROCESS:

Call Worcestershire Apprenticeships on 0333 666 3 666 or email [info@worcestershireapprenticeships.org.uk](mailto:info@worcestershireapprenticeships.org.uk)

### NOTICE PERIOD:

2 weeks

# HEART OF WORCESTERSHIRE COLLEGE

## PROVIDER NAME

Heart of Worcestershire College

## PROVIDER EMAIL ADDRESS

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)



## ACTIVITIES OFFERED

### PRESENTATIONS AND ASSEMBLIES

Heart of Worcestershire College offers tailored talks to students about the college including full-time courses, apprenticeship provision as well as careers and support for their next steps. These talks can be delivered during assemblies, tutorials and

lessons and they can be delivered digitally via platforms such as Zoom or Teams.

#### BOOKING PROCESS:

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)

#### NOTICE PERIOD:

1 month

### COLLEGE TOURS

HoW college offers small campus tours, showcasing facilities as well as giving learners an insight into student life at college.

Please note that tours are not currently widely available however, please get in touch with the team and they will try to adapt to your requirements. In the meantime, there are several virtual tours available via the website that showcase the facilities [www.howcollege.ac.uk](http://www.howcollege.ac.uk)

#### BOOKING PROCESS:

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)

#### NOTICE PERIOD:

1 month

### MOCK INTERVIEWS

HoW college can support mock interview sessions. College teams can provide support and guidance as students prepare for their post-16 interviews.

#### BOOKING PROCESS:

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)

#### NOTICE PERIOD:

1 month

### CAREERS FAIRS AND INFORMATION EVENINGS

HoW College are happy to attend careers fairs or information evenings throughout the year. They will bring college literature and have a go activities. This is a great opportunity for students to engage with the college in their own environment.

#### BOOKING PROCESS:

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)

#### NOTICE PERIOD:

1 month

### OPEN EVENTS

Open Events are held across the college's campuses during the academic year. These provide students and parents with the opportunity to speak to departmental teams, tour facilities and make applications to courses. As the college hasn't been able to host physical open days virtual talks have been developed to showcase departments and the courses on offer. These can be viewed at any time via the website.

#### BOOKING PROCESS:

<https://www.howcollege.ac.uk/about/virtual-open-events/>

#### NOTICE PERIOD:

n/a

### TASTER DAYS

Year 10 taster days are held in June each year. Students can try out their chosen subject(s). (Please note whilst the college does its best to accommodate all students and all subjects, these will be offered on a first come first served basis and are subject to demand).

Taster days are currently scheduled for June 2022 however this is constantly being reviewed in line with any government advice and guidance.

#### BOOKING PROCESS:

[schools@howcollege.ac.uk](mailto:schools@howcollege.ac.uk)

#### NOTICE PERIOD:

1 month

HoW College will follow government guidance and the college and schools' policies to ascertain whether events will take place physically or virtually throughout the year.

# KIDDERMINSTER COLLEGE

## PROVIDER NAME

Kidderminster College

## PROVIDER EMAIL ADDRESS

[schools@kidderminster.ac.uk](mailto:schools@kidderminster.ac.uk)



## PROVIDER CONTACT

Angharad Hale

## ACTIVITIES OFFERED

### VIRTUAL AND IN PERSON ASSEMBLY PRESENTATIONS

Assembly presentations on Kidderminster College courses

Length: 10-15 minutes or to suit school need.

Available October 2021 - July 2022

#### BOOKING PROCESS:

[schools@kidderminster.ac.uk](mailto:schools@kidderminster.ac.uk)

#### NOTICE PERIOD:

2 weeks

### VIRTUAL OR IN PERSON COLLEGE VISITS FOR YEARS 10 AND 11

Bespoke online visits to cover school requirements including live sessions with tutors and virtual tour.

Full or half day options available.

Available October 2021- July 2022

#### BOOKING PROCESS:

[schools@kidderminster.ac.uk](mailto:schools@kidderminster.ac.uk)

#### NOTICE PERIOD:

2-4 weeks



### SUBJECT SPECIFIC TASTE WORKSHOPS

Suitable for Years 10 and 11

Available on Wednesday afternoons at 2pm - approx. length 45 mins

- Acting (Level 3), Art and Design (Level 3) and Performing Arts (Level 2)
- Dance (Levels 2/3), Musical Theatre (Level 3), Media Production (Levels 2/3)
- Games Development
- IT / computing
- Motor Vehicle and Auto Refinishing
- Electrical Installation and Carpentry
- Brickwork and Maintenance Operations
- Hair, Beauty and Hair & Media Make-Up (Levels 1-3)
- Health and Social Care / Early Years (Levels 1-3)
- Esports with Games Development

#### BOOKING PROCESS:

[schools@kidderminster.ac.uk](mailto:schools@kidderminster.ac.uk)

#### NOTICE PERIOD:

2-4 weeks

### OPEN EVENTS

Main college open events

#### BOOKING PROCESS:

Pre-register at [www.kidderminster.ac.uk/open](http://www.kidderminster.ac.uk/open)



# WARWICKSHIRE COLLEGE GROUP

## PROVIDER NAME

WCG (Warwickshire College Group)

## PROVIDER EMAIL ADDRESS

[flreading@warwickshire.ac.uk](mailto:flreading@warwickshire.ac.uk)



## PROVIDER CONTACT

Fliss Reading

## PROVIDER CONTACT NUMBER

0330 135 6054

## ACTIVITIES OFFERED

### ASSEMBLIES AND PRESENTATIONS

Tailored talks to groups in school about careers, an overview of full-time courses and apprenticeship provision and next steps. Presentations can be delivered in lessons, assemblies or small informal groups.

#### BOOKING PROCESS:

Contact Fliss Reading

#### NOTICE PERIOD:

2 weeks

### CAREERS EVENTS AND PARENTS' EVENINGS / OPTIONS EVENINGS

WCG can attend any career event in school and can provide students and parents with information on their entire offer. This can involve bringing hands-on activities if requested. Subject specific events can be organised and will allow students the opportunity to 'have a go' at a subject they may not have heard of before.

#### BOOKING PROCESS:

Contact Fliss Reading

#### NOTICE PERIOD:

2 weeks

### MOCK INTERVIEWS / CV AND INTERVIEW SKILLS WORKSHOPS

The expert Careers Advice and Guidance team, as well as one of the Marketing Officers at WCG are available to provide impartial support to students, with tips on how to improve their interview techniques - whether for an apprenticeship, college, employment or higher education.

#### BOOKING PROCESS:

Contact Fliss Reading

#### NOTICE PERIOD:

2 weeks

### TASTER SESSIONS

WCG can organise taster sessions for small groups of students in specific subject areas on campus. This is a great way to find out more about the subject and get a feel for the college.

#### BOOKING PROCESS:

Contact Fliss Reading

#### NOTICE PERIOD:

2 weeks

### COLLEGE TOURS

Tours of college campuses.

#### BOOKING PROCESS:

Information on college website from the end of September [wcg.ac.uk/openevents](http://wcg.ac.uk/openevents)

#### NOTICE PERIOD:

n/a

### STEM

WCG offer a range of STEM subjects across all campuses and can support school STEM clubs both in and out of the school day.

#### BOOKING PROCESS:

Contact Fliss Reading

#### NOTICE PERIOD:

2 weeks

## H.E. (FOR SCHOOLS WITH 6TH FORMS ONLY)

A general presentation about higher education generally - what is it, what types of qualifications are there, how to decide what to study and where, etc. This will be delivered by Steve Taylor, Dean of HE, and can be booked at any time of year. The ideal is either late summer term for Year 12s or early autumn term for Year 13s

### BOOKING PROCESS:

Contact Fliss Reading

### NOTICE PERIOD:

2 weeks

## OPEN EVENTS

Find out about school leaver courses, apprenticeships and degrees at WCG open events at its colleges this January. Book a place online at [wcg.ac.uk/openevents](http://wcg.ac.uk/openevents) to avoid the queues, or just drop in during the times listed online

### BOOKING PROCESS:

Booking open now at [wcg.ac.uk/openevents](http://wcg.ac.uk/openevents)

### NOTICE PERIOD:

n/a

In addition to the above the college runs a series of open events, applicants' events and discovery days at each of its campuses. Details of which can be found on the website ([www.wcg.ac.uk](http://www.wcg.ac.uk)).

The college's aim is to continue to utilise their social media platforms and use video communication platforms such as Google Hangout or Zoom to continue their work in schools, if it is not possible to meet students in person.



# WORCESTER 6TH FORM COLLEGE

## PROVIDER NAME

Worcester 6th Form College

## PROVIDER EMAIL ADDRESS

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)



## PROVIDER CONTACT

Sally Johnson

## ACTIVITIES OFFERED

### ASSEMBLIES

Worcester 6th form college staff are available to attend school assemblies to talk about college life and the post-16 courses on offer to include A levels and vocational options.

#### BOOKING PROCESS:

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)

#### NOTICE PERIOD:

1 month

### PARENTS/OPTIONS EVENINGS/

Worcester 6th form college staff can attend parents and options evenings to help students and parents with their choices and to give them information about post-16 options and help with GCSE options.

#### BOOKING PROCESS:

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)

#### NOTICE PERIOD:

1 month

### CAREERS FAIRS

Worcester 6th form college staff will attend Careers Fairs and other careers events in schools to talk about the wide variety of courses on offer and about college life.

#### BOOKING PROCESS:

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)

#### NOTICE PERIOD:

1 month



## OPEN EVENTS

These will be on the following dates:

Thursday 20th October 2022 (16.15 - 20.00)

Tuesday 8th November 2022 (16.15 - 20.00)

Saturday 11th February 2023 (10.00 - 13.00)

Wednesday 26th April 2023 (16.15 - 18.30)

#### BOOKING PROCESS:

Book at <https://www.wsfc.ac.uk/>

#### NOTICE PERIOD:

n/a

## MASTERCLASS DAYS FOR YEAR 10

Masterclass days are specific for Y10 students and will take place in July 2023 on a date agreed with individual schools

#### BOOKING PROCESS:

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)

#### NOTICE PERIOD:

1 month

## AMBITION EVENT FOR YEARS 10 AND 11

Date to be confirmed for March 2023, this will be published on WCG website and social media.

#### BOOKING PROCESS:

[sally.johnson@wsfc.ac.uk](mailto:sally.johnson@wsfc.ac.uk)

#### NOTICE PERIOD:

1 month

# DEPARTMENT FOR WORK AND PENSIONS

## PROVIDER NAME

Department for Work and Pensions – Job Centre Plus

## PROVIDER EMAIL ADDRESS

[clare.gilkes@dwp.gov.uk](mailto:clare.gilkes@dwp.gov.uk)

## PROVIDER CONTACT

Clare Gilkes

## PROVIDER CONTACT NUMBER:

07585882180



DWP Department for Work and Pensions

## ACTIVITIES OFFERED

### ASSEMBLY

Clare can deliver assemblies in the following areas: Labour Market, future jobs, work experience, CV's, preparing for interview, my career journey, post 16 options, working for the Civil Service

#### BOOKING PROCESS:

Contact Clare Gilkes

#### NOTICE PERIOD:

6 weeks

### CLASSROOM SESSIONS

Clare can deliver classroom sessions in the following areas: Money management, bank accounts, first impressions, getting to know your skills, part-time work and volunteering, self-confidence, employability skills, careers information about different sectors and University applications.

#### BOOKING PROCESS:

Contact Clare Gilkes

#### NOTICE PERIOD:

6 weeks

N.B. Clare is also happy to discuss any other bespoke careers related requests.



## SUPPORT

Clare can offer support with work experience placements ideas and contacts, organise career discussion events and speakers

#### BOOKING PROCESS:

Contact Clare Gilkes

#### NOTICE PERIOD:

2-3 months

## MOCK INTERVIEWS

Clare can support with mock interviews.

#### BOOKING PROCESS:

Contact Clare Gilkes

#### NOTICE PERIOD:

6 weeks

## CAREERS FAIRS

Clare will attend Careers Fairs to talk about career paths in the Civil Service.

#### BOOKING PROCESS:

Contact Clare Gilkes

#### NOTICE PERIOD:

6 weeks

# SKILLS 4 WORCESTERSHIRE

## PROVIDER NAME

Skills 4 Worcestershire



## PROVIDER CONTACT

Inspiring Worcestershire  
Careers Hub Delivery Team

## PROVIDER EMAIL ADDRESS

[CEC@worcestershires.gov.uk](mailto:CEC@worcestershires.gov.uk)

## ACTIVITES OFFERED

### SKILLS4WORCESTERSHIRE

Skills4Worcestershire is Worcestershire's one stop careers website. The website is designed to provide young people, parents and schools with all the information required to understand the career opportunities and pathways available in Worcestershire. This website aims to signpost users to useful resources, careers and employability advice and important information about Worcestershire's economy.

**BOOKING PROCESS:** [www.skills4worcestershires.co.uk](http://www.skills4worcestershires.co.uk)

### SKILLS4WORCESTERSHIRE CAREERS HUB MEMBERS SECTION

The Careers Hub Members section of Skills4Worcestershire is for educational establishments who are members of Worcestershire's Careers Hubs only. The area provides users with a wide range of useful resources and ready to go activities matched to the Gatsby Benchmarks in order to support with achieving the benchmarks. This also includes information and contact details of local employers across the county who would like to support the delivery of careers activities.

If you require the password to this area, please contact [cec@worcestershires.gov.uk](mailto:cec@worcestershires.gov.uk)

**BOOKING PROCESS:** [www.worcestershire.gov.uk/careersportal/info/25/the\\_8\\_gatsby\\_benchmarks](http://www.worcestershire.gov.uk/careersportal/info/25/the_8_gatsby_benchmarks)

# CAREERS AND ENTERPRISE COMPANY

THE CAREERS & ENTERPRISE COMPANY

## ACTIVITIES OFFERED

### CAREERS LEADER TRAINING

The CEC training courses help Careers Leaders to understand their role and to develop the skills required to help strategically and successfully embed a careers programme in their school or college.

**BOOKING PROCESS:** Register on the CEC website:

<https://www.careersandenterprise.co.uk/schools-colleges/training-careers-leaders>

### COMPASS+

Compass+ tool helps you benchmark, manage, track and report on your school's careers programme. Compass+ is available for all secondary schools, alternative provision schools, special schools, sixth forms and PRUs.

All eligible schools can now upgrade to Compass+. Log in to your Compass Classic account and complete the onboarding process to upgrade.

### GATSBY BENCHMARK RESOURCES

Inspire and prepare young people for the fast-changing world of work, with the help of the carefully curated Resource Directory. Developed with you in mind, the CEC have made it easy to quickly find the trusted, high quality resources you need to make a difference.

Resources for each Benchmark can be found on the CEC website.

**BOOKING PROCESS:** <https://resources.careersandenterprise.co.uk/>

### FIND AN ACTIVITY PROVIDER

Use the free 'Find an Activity Provider' tool to locate and contact careers activity providers. Refine results by price, key stage, Gatsby Benchmark and more.

**BOOKING PROCESS:** <https://find-activity-provider.careersandenterprise.co.uk/search>



### EDUCATION INSPECTION FRAMEWORK

Guide to support school leaders and careers leaders in preparing for the Education Inspection Framework (2019).

**BOOKING PROCESS:** [www.careersandenterprise.co.uk/schools-colleges/resources-careers-leaders](http://www.careersandenterprise.co.uk/schools-colleges/resources-careers-leaders)

### FUTURE SKILLS

The Future Skills Questionnaire is a self-assessment tool for young people. It assesses career readiness, personal effectiveness and essential skills

**BOOKING PROCESS:** [www.careersandenterprise.co.uk/schools-colleges/tools/future-skills](http://www.careersandenterprise.co.uk/schools-colleges/tools/future-skills)

# DESTINATION DATA AND STUDENT OFFER RETURNS

## PROVIDER NAME

Destination Data and Student Offer Returns



## PROVIDER CONTACT

Matt Pooler

## PROVIDER EMAIL ADDRESS

[mpooler@worcschildrenfirst.org.uk](mailto:mpooler@worcschildrenfirst.org.uk)

## ACTIVITIES OFFERED

### DESTINATION DATA RETURNS

Help is available for any queries and enquiries regarding destination data returns.

#### BOOKING PROCESS:

Email [mpooler@worcschildrenfirst.org.uk](mailto:mpooler@worcschildrenfirst.org.uk)

#### NOTICE PERIOD:

1 week- this may be longer during busy periods.

### RONI DATA

Help is available for any queries and enquiries regarding RONI data.

#### BOOKING PROCESS:

Email [mpooler@worcschildrenfirst.org.uk](mailto:mpooler@worcschildrenfirst.org.uk)

#### NOTICE PERIOD:

1 week- this may be longer during busy periods.

# SKILLS FOR SUCCESS

## PROVIDER NAME

European Social Funding



## PROVIDER CONTACT

Charlotte Steventon

## PROVIDER EMAIL ADDRESS

[CSteventon@worcestershire.gov.uk](mailto:CSteventon@worcestershire.gov.uk)

## ACTIVITIES OFFERED

### NORTH WORCESTERSHIRE NEET PROGRAMME

The Skills for Success Programme will provide secondary schools across the whole of Worcestershire the opportunity to engage in a free, targeted programme, aimed at supporting those students identified as at risk of becoming NEET.

The programme will be delivered to suit the needs of the school and will be made up of a range of workshops and 1:1 career advice aimed at supporting students at risk of becoming NEET with making informed career choices and preparing for employment. All students who enrol on this programme will be offered free 1:1 career advice with a level 6 qualified adviser to discuss the student's options and make them aware of the pathways and opportunities available to them in Worcestershire.

#### BOOKING PROCESS:

Contact Charlotte Steventon for more information or to register your interest

# WORCESTERSHIRE CORNERSTONE EMPLOYERS NETWORKS



## PROVIDER EMAIL ADDRESS

cec@worcestershire.gov.uk

## DESCRIPTION AND ACTIVITY SUPPORT DETAILS

“Cornerstone Employer” networks have been developed across England to work alongside the Careers Hubs being delivered with LEP areas including Worcestershire.

The Worcestershire Cornerstone network currently consists of 12 employers who are willing to engage with education and provide strategic support in order to support the delivery of careers education.

These employers will work closely with the central hub delivery team to develop resources and workplace experiences in order to support our students to prepare for the world of work.

Each of the Cornerstone Employers have committed to participate in several Careers related activities.

Details of these Cornerstone Employer offers can be found on the Skills 4 Worcestershire website.

[https://www.worcestershire.gov.uk/careersportal/info/25/the\\_8\\_gatsby\\_benchmarks/25/career\\_hub\\_employer\\_support\\_forms](https://www.worcestershire.gov.uk/careersportal/info/25/the_8_gatsby_benchmarks/25/career_hub_employer_support_forms)

If you require the password to this area, please contact [cec@worcestershire.gov.uk](mailto:cec@worcestershire.gov.uk)

# INSPIRING WORCESTERSHIRE EMPLOYER PLEDGES

## PROVIDER NAME

Inspiring Worcestershire  
Careers Hub

## PROVIDER EMAIL ADDRESS

cec@worcestershire.gov.uk



## DESCRIPTION AND ACTIVITY SUPPORT DETAILS

The Worcestershire LEP have been running the local “Inspiring Worcestershire Employer Pledge” campaign to encourage employers of all sizes and from a variety of sectors to pledge their support and help the delivery of careers education within schools.

These employers have pledged their commitment to support the delivery of Careers education within schools and support the creation of our future workforce.

These pledges may range from supporting Mock Interviews to employers opening their doors to allow cohorts of young people to experience the world of work.

Details of employer pledges can be shared with you via your Enterprise Coordinator.

[https://www.worcestershire.gov.uk/careersportal/info/25/the\\_8\\_gatsby\\_benchmarks/25/career\\_hub\\_employer\\_support\\_forms](https://www.worcestershire.gov.uk/careersportal/info/25/the_8_gatsby_benchmarks/25/career_hub_employer_support_forms)

If you require the password to this area, please contact [cec@worcestershire.gov.uk](mailto:cec@worcestershire.gov.uk)



# POWER UP!

## PROVIDER EMAIL ADDRESS

ACook@worcestershire.gov.uk

## PROVIDER NAME

Inspiring Worcestershire Careers Hub

## PROVIDER CONTACT

Alice Cook



## DESCRIPTION AND ACTIVITY SUPPORT DETAILS

The Power Up programme is a mentoring scheme that supports young people in schools and colleges across Worcestershire by assigning them a mentor from a local business. The programme aims to increase individuals' ambitions, aspirations, and where necessary guide them with their post 16 pathways. The support can help to show students the required skills that are relevant for the world of work, as well as increase their confidence and raise their self-esteem, giving them all of the tools and support they need to successfully decide the best post 16 option for themselves. The programme is available to all educational establishments across Worcestershire and to students of all ages. Mentoring can be carried

out through conversation, sharing experiences, exchanging information, and offering relevant opportunities in the local area. All mentoring conversations will reinforce the aims of the school and the programme will be adapted to meet the schools' safeguarding requirements. The aim is for the mentor to have approximately one session a month with their mentee, however, this will depend on the availability and requirements of the school and can be adapted where more or less sessions are required.

All mentors will have a full enhanced DBS check prior to being assigned to their school and will have all been offered recognised mentor training with an official qualification.

## BOOKING PROCESS:

Contact [ACook@worcestershire.gov.uk](mailto:ACook@worcestershire.gov.uk) for more information or to register your interest

# YOUNG ADULT LEARNING WORCESTERSHIRE

## PROVIDER CONTACT

[youngadultlearningworcestershire@worcestershire.gov.uk](mailto:youngadultlearningworcestershire@worcestershire.gov.uk)  
01905 728537

## PROVIDER NAME

Worcestershire County Council

## PROVIDER CONTACT

Kelly Champion



## DESCRIPTION AND ACTIVITY SUPPORT DETAILS

Young Adult Learning offer a range of 16-19 study programmes which include part time and full-time opportunities. The programmes can be offered as study programmes and study programme traineeships. The programmes are delivered via a network of subcontracted training providers across Hereford and Worcestershire. Learners will work towards qualifications in employability Skills, english

and maths, vocational qualifications and undertake work experience in an area they are interested in.

Young Adult Learning can support educational establishments by attending careers fairs and delivering workshops on study programme opportunities in Worcestershire.

## BOOKING PROCESS:

[youngadultlearningworcestershire@worcestershire.gov.uk](mailto:youngadultlearningworcestershire@worcestershire.gov.uk)

# GET IN TOUCH...

**CENTRAL HUB DELIVERY TEAM**  
CEC@worcestershire.gov.uk



WORCESTERSHIRE