



CAREERS EDUCATION PROGRAMME *Putting your future in your hands*

OVERVIEW:

At Holyport College we believe it is never too early to start thinking about your career.

Careers education starts from Year 7 and students can expect a wide variety of activities to enhance their careers and work related education including:

- Regular opportunities to explore future careers during weekly Personal Development lessons
- Regular scholars' lectures from professionals in a variety of industries
- Regular talks by visiting professionals
- 1-1, impartial careers interviews with an expert advisor at appropriate points in their educational journey
- Access to (and time and support) to utilise online careers packages such as Unifrog and icould.com
- The opportunity to attend careers fairs with a range of employers both in school and elsewhere
- The opportunity to attend workshops focusing on future career options, employability and workplace skills
- Impartial advice on alternative educational pathways and qualifications beyond the Holyport context
- The opportunity to undertake work experience and to attend local businesses
- The opportunity to attend careers events at Eton College

These opportunities ensure our students develop a curiosity about the world of work and an awareness of how the skills they develop in school prepare them for the modern workplace.

OUR CAREERS TEAM:

Mr Alford: Head of Sixth form and Careers Lead - g.alford@holyporthcollege.org.uk

Mrs Matovu: Careers Coordinator: studentcareers@holyporthcollege.org.uk

THE GATSBY BENCHMARKS

The Gatsby Benchmarks define what a good programme of careers education, information, advice and guidance looks like. The College bases its careers provision on the benchmarks.

1	A stable careers programme	Every school should have a programme of careers education and guidance that is known and understood by students, parents, teachers, governors and employers.
2	Learning from career and labour market information	Every student, and their parents, should have access to good quality information about future study options and labour market opportunities. They will need the support of an informed advisor to make best use of the information.
3	Addressing the needs of each student	Students have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each student. A student's careers programme should embed equality and diversity considerations throughout.
4	Linking curriculum learning to careers	All teachers should link curriculum learning with careers. STEM subjects teachers should highlight the relevance of STEM subjects for a wide range of future career paths.
5	Encounters with employers and employees	Each student should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities, including visiting speakers, mentoring and enterprise schemes.
6	Experiences of workplaces	Every student should have first-hand experience of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities and to expand their networks.
7	Encounters with further and higher education	All students should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace
8	Personal guidance	Every student should have opportunities for guidance interviews with a careers adviser, trained to the appropriate level. These should be available whenever significant study or career choices are being made.

OUR STRATEGIC CAREERS PLAN

Our Strategic Careers Plan details the areas the College has identified as priorities for the next year. The plan will be evaluated and updated in July 2026.

Our priorities for the coming year are:

Key Strategic Objectives	
1	All Year 12 students have a work experience placement in July 2023
2	All students have experiences of the workplace
3	All students have meaningful encounters with employers and employees
4	The careers education programme, currently under review, is planned to fulfil the intent of our careers vision statement and meets the Gatsby Benchmarks
5	Students understand local, national and international labour market information

The whole plan can be found here:

 Careers Strategic Plan 25 26

OUR KEY AIMS FOR STUDENTS

KS3	KS4	KS5
To be able to identify careers other than those of your family/carers	To be able to identify careers other than those of your family/carers	To be able to identify careers other than those of your family/carers
To be able to identify some of the businesses or employers in your area of the country	To be able to identify some of the businesses or employers in your area of the country	To be able to identify some of the businesses or employers in your area of the country
To understand the skills needed by employers	To understand the skills needed by employers	To understand the skills needed by employers
To understand how to find out how much you could earn in different types of jobs	To understand how to find out how much you could earn in different types of jobs	To understand how to find out how much you could earn in different types of jobs
To understand who to go to for information and guidance about careers at school	To understand who to go to for information and guidance about careers at school	To understand who to go to for information and guidance about careers at school
To know how to find information online from trustworthy websites to help you make education and career choices	To know how to find information online from trustworthy websites to help you make education and career choices	To know how to find information online from trustworthy websites to help you make education and career choices
To understand how jobs and careers may change in the future	To understand how jobs and careers may change in the future	To understand how jobs and careers may change in the future
	To understand how to build a	To understand how to build a

	network of people who work in industries and businesses that interest you	network of people who work in industries and businesses that interest you
To identify what you might do for a job or career in the future	To identify what you might do for a job or career in the future	To identify what you might do for a job or career in the future
To identify what subjects you might like to study for GCSE	To be able to articulate a plan for what to do after Year 11	To be able to articulate a plan for what to do after sixth form
To understand all options after Year 11, including apprenticeships, A-Levels, traineeships and T-Levels	To understand all options after Year 11, including apprenticeships, A-Levels, traineeships and T-Levels	To understand all options at 18+ including apprenticeships, degree apprenticeships, higher education and employment
To understand why an apprenticeship might be right for you	To understand why an apprenticeship might be right for you	To understand why an apprenticeship might be right for you
To understand why higher education might be right for you	To understand why higher education might be right for you	To understand why higher education might be right for you
	To understand the costs and benefits of of different learning and career options	To understand the costs and benefits of of different learning and career options
	To understand different types of recruitment and selection processes, including interviews and assessment centres	To understand different types of recruitment and selection processes, including interviews and assessment centres
To understand how to present yourself well if you want to be chosen for a role	To be able to present yourself well in a selection process for a course or job	To be able to present yourself well in a selection process for a course or job
	To feel confident talking about your skills at an interview	To feel confident talking about your skills at an interview

OUR OFFER:

YEAR 7

- Careers module in Personal Development lessons
- 1-1 conversation with form tutors about career interests and aspirations
- Get involved in sport and co-curricular activities
- Talk to adult friends and family about their careers
- Trip to Whipsnade Zoo
- Entrepreneurship and Enterprise Day with Learning to Work
- National Apprenticeship Week events

YEAR 8

- Careers module in Personal Development lessons
- 1-1 conversation with form tutors about career interests and aspirations
- Get involved in sport and co-curricular activities
- Talk to adult friends and family about their careers
- Trip to the Natural History Museum
- Entrepreneurship and Enterprise Day with Learning to Work
- National Apprenticeship Week events

YEAR 9

- Careers module in Personal Development lessons
- 1-1 conversation with form tutors about career interests and aspirations
- Get involved in sport and co-curricular activities
- Talk to adult friends and family about their careers
- Opportunity to attend Scholars' Events at Holyport College
- Trip to the Science Museum
- Entrepreneurship and Enterprise Day with Learning to Work
- Opportunity to participate in the Duke of Edinburgh's Award
- National Apprenticeship Week events

YEAR 10

- Careers module in Personal Development lessons
- 1-1 conversation with form tutors about career interests and aspirations
- Get involved in sport and co-curricular activities
- Talk to adult friends and family about their careers
- Email alerts for job and apprenticeship vacancies
- 1 to 1 careers guidance interview with an advisor from Learning to Work
- Oxford University inspiration day
- Opportunity to participate in the Duke of Edinburgh's Award
- National Apprenticeship Week events

- Business Insight Day including a workplace visit
- 1 to 1 careers guidance interview with published action plan

YEAR 11

- Support in applying for Sixth Form providers in Personal Development lessons
- Introduction to University and Higher Education in Personal Development lessons
- Update CV and improve interview technique in Personal Development lessons
- Use extended summer for volunteering or work experience
- Opportunity to participate in the Duke of Edinburgh's Award
- Email alerts for job and apprenticeship vacancies
- 1 to 1 mock job interview with a local employer, with advice and feedback on CV writing and interview presentation and technique
- ASK apprenticeship event
- National Apprenticeship Week events

LOWER SIXTH

UNIPOINT - our very own workshops for parents and students relating to the university applications process, including degree apprenticeships:

- Introducing Uniport
- Introducing the Super-curricular
- Introducing the research term
- Higher education evening
- Applying to Oxbridge
- Applying to medicine and healthcare courses
- Admissions tests
- Elements of the UCAS forms
- Writing an amazing personal statement

Other provision:

- 1 to 1 careers guidance interview with an advisor from Learning to Work
- Opportunity to participate in weekly Eton College societies
- Opportunity to participate in Holyport College Scholars' Events
- Opportunity to join Holyport College-Eton College Investment Club
- Complete work experience in July - refer to Head of Sixth Form
- Students welcome to organise their own trips to Open Events (Normally Summer)
- Introducing Oxford University event
- Specific programme of additional activities for students applying to Oxbridge
- Opportunity to complete the Extended Professional Qualification
- Individual support with UCAS application from tutor
- Degree Apprenticeships Workshop with external facilitator
- Physics in Action conference
- Opportunity to participate in the Duke of Edinburgh's Award
- Opportunity to access careers enrichment events

- Email alerts for job and apprenticeship vacancies
- Visit to Parliament and the Supreme Court
- ASK apprenticeship event
- National Apprenticeship Week events

UPPER SIXTH

UNIPOINT - our very own workshops for parents and students relating to the university applications process, including degree apprenticeships:

- Portfolio and audition subjects
- Parents drop-in Q&A
- Taking a gap year
- Preparing for interviews
- Accepting offers
- Student finance
- Preparing for results day

Other Provision

- Opportunity to participate in weekly Eton College societies
- Opportunity to participate in Holyport College Scholars' Events
- Opportunity to join Holyport College-Eton College Investment Club
- Weekend trips to university open events for boarders
- Students welcome to organise their own trips to open events
- Specific programme of additional activities for students applying to Oxbridge
- Individual support with UCAS application
- Degree Apprenticeships Workshop with external facilitator
- Opportunity to access careers enrichment events
- Study support for A-Levels
- Email alerts for job and apprenticeship vacancies
- ASK apprenticeship event
- National Apprenticeship Week events

EXPLORE CAREERS

[icould - Career](#)

[National Careers Service](#)

[U-Explore | Looking for a local LMI platform?](#)

[AllAboutSchoolLeavers](#)

[Not Going to Uni](#)

[E4S](#)

<https://www.bbc.co.uk/bitesize/careers>

EXPLORE APPRENTICESHIPS

[Find Apprenticeships](#)

[Amazing Apprenticeships](#)

EXPLORE UNIVERSITIES

[Discover Uni](#)

[Opendays.com](#)

[The Uni Guide](#)

EXPLORE OPPORTUNITIES IN BERKSHIRE

[Berkshire Opportunities](#)

OTHER USEFUL LINKS

For apprenticeships and careers in the construction industry

[Apprenticeships \(Hire & Become\) - CITB](#)

For general life skills training, advice on application and CVs and an insight into the world of work and banking and finance

[Barclays LifeSkills](#)

For health and social care careers and careers in the NHS

[NHS Careers](#)

For careers in the armed forces

[Army careers | The British Army](#)

[Royal Navy Jobs](#)

[RAF Recruitment](#)

For careers in cyber security and computing

[Careers in Cyber Security](#)

BUSINESSES AND EMPLOYERS: WE NEED YOU

We are committed to providing our students with enrichment activities and experiences of work. It's a two-way process: we can help you to meet more young people and improve your recruitment and you can help our students in the following ways:

- Workplace visits
- Work experience
- Apprenticeships
- Enterprise activities
- School assemblies and workshops
- Careers fairs

If you think you can help us or would like to meet our students, please contact [Graham Alford](#)

Our **Provider Access Policy** can be found here:

[Provider Access Policy June 2025](#)

PARENTS: WE NEED YOU

Could you help our students to plan their future careers? Could you come to school to do a talk on your job or your business, or could you put us in touch with someone at your place of work who can help with this? Could you offer a work experience placement? Could you, or someone you know at work, attend a careers fair?

If you think you can help us, please contact Graham Alford - [Graham Alford](#)