

Welcome to the Career Hub at Fullbrook

We are fully committed to providing careers education and guidance for all our students. Our vision statement is “We challenge, respect and support each other to be better than we ever thought we could be” and in these pages we hope you will find key information to help you do this.

Staff

Mr Manley is the Careers Lead at Fullbrook



Mrs Hewitt helps organise Year 10 and Year 12 Work Experience



Mrs Maczewski helps with the administration of careers information



Labour Market Information

There is an area at the back of the LRC where information on careers and industry sectors is kept.

There is also an area in the F6 Block where you can find information about Universities, Colleges and Apprenticeships.

Please feel free to browse through this information and if you have any questions, speak to Mr Manley or email him on manleys@fullbrook.surrey.sch.uk

Useful Careers Websites

National Careers Service – this is a government website which provides information about a whole range of careers – <https://nationalcareers.service.gov.uk>

UCAS – this website has a comprehensive section about careers whether you are going to University or not – <https://www.ucas.com/careers.advice>

icould – this is a useful website with videos about different careers – <https://icould.com>

Useful Apprenticeship Websites

Apprenticeships – this is the government site which gives you more information about apprenticeships and details about how to apply for apprenticeships – <https://www.apprenticeships.gov.uk>

Amazing Apprenticeships – excellent for information about apprenticeships and apprenticeship vacancies – <https://amazingapprenticeships.com>

UCAS – this website provides information and apprenticeship vacancies – <https://www.ucas.com/understanding-apprenticeships>

Careers Education and Guidance

Careers Education and Guidance is taught as part of the PSHE curriculum for KS3 and KS4 and also as cross-over within subjects when relevant.

Throughout the year, Careers Talks are given by specialist external speakers during morning registration on one specific day a week. Information about these talks is provided via the Tutor and students in all Year Groups are encouraged to sign up for any talks they are interested in.

Year 7

In Year 7 students are taught about Careers through their PSHE lessons, in assemblies, and through personal development activities in Tutor times. They can also attend any of the Careers Talks as outlined above and the Academy Stream Tutor Group focuses on helping students to raise their aspirations.

Year 8

During Year 8, students continue to learn about Careers through their PSHE lessons and can attend any of the Careers Talks. This is the Year in which they make their GCSE choices and it is supported through a programme of assemblies, Tutor lessons, PSHE and parent information events. Year 8 students also have the opportunity to access on-line websites which give further information about a range of careers.

Year 9

Year 9 students continue to learn about Careers in PSHE lessons and are encouraged to attend any of the Careers Talks they feel might be appropriate.

Year 10

In Year 10 students have the opportunity to do Work Experience for one week in the last half term. Students are informed about this through assemblies and information is sent home for parents and carers. It is the responsibility of students to find their own work placement although Mrs Hewitt and the Head of Learning for Year 10 can give further information and advice where possible.

Year 10 students are given guidance about writing their CV during Tutor Times and then complete their own in preparation for any job or educational applications.

Students continue to learn about Careers through PSHE lessons and can attend the morning Careers Talks.

Year 11

In Year 11 students have an individual interview with a member of the Leadership Team to discuss their next steps. An extensive range of information is provided about post-16 education, including Sixth Forms and apprenticeships.

Year 12 and 13

In Year 12 an extensive programme of internal workshops and external speakers is provided which covers Apprenticeships, the UCAS Process, Internships and gaining employment. Students are given detailed support in writing CV's and personal statements and all students have the opportunity to experience a mock interview with an external professional, enabling them to develop their face to face interview skills. Individual advice and support is also given by their tutors through the tutoring and 1:1 mentoring programme. All Year 12 students have the opportunity to participate in Work Experience and are supported in being proactive in seeking their own placements.

In Year 13 students continue to be given time and support through planned activities which include tutoring, the 1:1 mentoring programme, help with researching careers and Higher Education and the opportunity to attend University Open Days.

Careers Policies

Careers advice and guidance is an important part of the school curriculum. We follow the guidelines published in the following documents:

1. Careers guidance and access for education and training providers
2. Statutory guidance for governing bodies, school leaders and school staff : GEP Policy Statement on Provider Access October 2018