



**Mission Statement:**

The Sacred Heart is a Community committed to the education of its pupils in a Catholic Christian ethos, where each person is invited to serve God and others in faith, hope and love.

**Aims:**

To foster spiritual growth in Christian faith and values  
To value, appreciate and enjoy learning  
To work for excellence  
To further curiosity and creativity  
To aspire to high ideals  
To stimulate generous service of others

## Careers Policy

This policy runs in conjunction with the PSHEE programme and is an integral part of the PSHEE/Citizenship/Careers programme.

### Aims and Objectives

- to develop in our pupils knowledge, skills, attitudes and abilities that will enable them to be effective in a variety of adult roles throughout their working lives.
- To enable pupils to recognise their personal strengths and abilities and relate them to career choices as they transfer between Key Stages, further education or employment.
- To make pupils aware of opportunities, demands and challenges of employment, training and education, especially with regard to Post 16 choices.
- To provide opportunities for pupils to participate in voluntary schemes such as Duke of Edinburgh
- To give pupils the opportunity to experience the world of work through visits and Careers Conferences
- To encourage pupils to record their personal achievements and successes

### Delivery of Careers

- Careers units are taught within PSHEE from Years 7 to 11
- A small careers library exists within the Whole School library
- Pupils from Years 10 and 11 attend Careers conferences, either externally or arranged within the school.
- Workshops and activities provided by visiting organisations, such as Team Building with the Army.
- Access is provided through the school intranet to Career choice activities
- Parents play an active and supportive role in guiding pupils with career choices and have the opportunity to liaise with staff

### The Role of the Careers Coordinator (currently Mrs M. J. Howarth)

- Liaison with the coordinator of PSHEE to ensure that careers is delivered through the PSHEE programme to Years 7 to 11.
- Arrange careers based visits, especially to Career convention
- Book internal careers events such as Team Building with the Army.
- Invite in relevant guest speakers for form period.
- Maintain Career library in conjunction with Librarian .
- Liaise with Senior Management to raise awareness of Careers delivery
- Provide a first port of call for pupils seeking career advice
- Investigate online Careers information and disseminate this information to form staff