HOLMEWOOD HOUSE SCHOOL

'Kindness, Aspiration & self-belief'

CAREERS POLICY

Policy Holder	Deputy Head
Date Approved	January 2026
Governor Approval	E&P Committee
Date for next review	January 2027

LEGAL FRAMEWORK BEHIND CAREERS POLICY

This policy is underpinned by Sections 42A and 45A of the Education Act 1997, and has due regard to the DfE's statutory guidance, 'Careers guidance and access for education and training providers', which was last updated in October 2018.

The main aims of our careers provision at Holmewood House are to:

- Prepare pupils for life post-education.
- Develop an understanding of different career paths and challenge stereotypes.
- Develop an understanding of the differences between school and work.
- Inspire pupils to chase and achieve their dreams.
- Instil a healthy attitude towards work.

CAREERS OVERVIEW

In today's climate, the average person changes jobs ten to fifteen times (with an average of 12 job changes) during his or her career. Many workers spend five years or less in every job, so they devote more time and energy transitioning from one job to another. Careers are changing; several careers such as Mobile App Developer, Data Scientist, Social Media Manager, and even Digital Marketing Specialist did not exist ten years ago. It is estimated that 65-85% of the jobs that will exist in 2030 have not yet been invented.

It is our responsibility to educate children from an early age on the wealth of careers available to them, helping to raise their aspirations. It is an optimum time, as this is when pupils are engaged in, open and responsive to new ideas before they begin to narrow the focus of their options in the Senior School.

CAREERS ENGAGEMENT

The impact of early engagement can have a hugely positive impact on wider academic attainment, as well positively influencing the career ambitions of Prep-aged pupils which are often based on gender stereotypes, socio-economic backgrounds and influenced by TV, film, radio and social media.

Children at Holmewood are receptive to learning about employment opportunities and skills, especially when these are linked to the subjects that they are studying. Careers events and activities can strengthen competencies in decision-making, presentation, transition, sociability, listening and planning.

CAREERS PROVISION AT HOLMEWOOD HOUSE

We have ringfenced Career Education as a part of our Enrichment curriculum. This is targeted at our Year 6s who attend a carousel of activities across the year. All students across the Year are given time to develop their awareness of careers available to them and see themselves as active participants of a working force. In addition to this time in Year 6, our Year 7s complete a carousel in the Enrichment curriculum which promotes employability skills such as communication, leadership and teamwork, initiative and self-motivation, planning and time management as well as commercial awareness. Year 7 complete an entrepreneurial challenge as part of this provision. Our Enrichment provision across the school also includes modules such as: Politics, Leadership, Consumerism, Debating, Global Perspectives (Model Unit Nations) and project work. All of which seek to support the development of student awareness of the world beyond school and to encourage pupils' active participation.

Further to our exciting Enrichment curriculum, at all levels of the school, we aim to open the minds of our children allowing them to explore more of what is on offer in the 'real world' beyond education.

Following guidance from the United Nations, PWC, Forbes and FutureWorkForce, we recognise the increasing demand for soft skills in future success and employability. As such, we have introduced 10 soft skills which are mapped across our pupil journey. This starts in Pre-Prep, with 6 characterised learning behaviours celebrated in classrooms, and in the Prep school, where pupils are encouraged to reflect on their ability to perform up to 10 skills with self-assessment matrices, and awards.

PUPIL NEEDS

The school's careers programme aims to raise the aspirations of all pupils whilst being tailored to individual needs. It informs pupils of the range of opportunities available to them, encouraging them to aim higher and make choices relevant to what they feel they can achieve.

All forms of stereotyping will be prohibited in the careers advice and guidance at Holmewood, to ensure pupils from all backgrounds, gender and diversity groups, and those with SEND, can consider the widest possible range of careers.

The school will run activities in conjunction with a range of employers, and guest speakers from a variety of organisations to provide awareness of the variety of careers. The school will ensure that visitors act as role models to inspire pupils and encourage aspirational aims.

These events may include:

Online Events (Spotlight Talks, Work Experience (InvestIN Education)

Business games and enterprise competitions (Peter Jones Mini Tycoon, Young Enterprise, Christmas Fair).

Career-related volunteering and social action (Yr8 Leavers Programme)

PSHE/My Heart, My Mind Careers Lessons

Surveys may be conducted to find out individual pupils' aspirations.

Where appropriate, the school will build partnerships with businesses and other employers, employment services, and disability and other voluntary organisations.

The school will work to encompass careers education and guidance into subjects across the curriculum. All teachers will be asked to support the career development of young people in their role and through their subject teaching.

The school will engage with local employers, businesses and professional networks, inviting visiting speakers, as appropriate.

ROLES AND RESPONSIBILITIES OF STAFF

The senior leadership team will be responsible for:

- Ensuring that arrangements are in place to allow a range of education and training providers to access all pupils and maintain effective careers guidance.
- Ensuring that the independent careers guidance is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- Ensuring that the guidance includes information on the range of education or training options, including apprenticeships and technical education routes.
- Ensuring the Careers Policy does not discriminate on any grounds, including but not limited to: ethnicity/national origin, culture, religion, gender, disability or sexual orientation.
- Ensuring the Holmewood Lectures includes regular careers related content in line with the needs of the school.
- Improving the school's careers provision and ensure compliance with legal duties, with an ultimate aim to meet all benchmarks, as appropriate to a prep school.

Individual teaching staff will be responsible for:

- Delivering the provision of careers information by actively participating in workshops for pupils and actively promoting careers guidance through online events, presentation days and assemblies
- Liaising with the Heads of Section and SLT to maintain and develop links with employers or local contacts
- Using their experience as subject leaders or teachers to plan careers education into the curriculum wherever possible. Creating a learning environment that allows and encourages pupils to tackle real life challenges, manage risks and develop skills that can be applied to the workplace
- Providing pupils with effective careers guidance and supporting social mobility by improving opportunities for all young people.

GATSBY BENCHMARKS

This policy and our practice has been informed by using the following Gatsby Benchmarks of:

- Addressing the needs of each pupil
- Linking learning to careers
- Encouraging encounters with employers and employees
- Personal Guidance
- Encounters with further and higher education

EXTERNAL SPEAKERS

Our safeguarding policy sets out the rules for organisations seeking to access the school. Staff should follow the procedure mentioned within the 'visitors to school site' policy. Staff should be open to the possibility that new safeguarding issues may be identified as a result of any visit and ensure these are addressed.

All staff and volunteers have access to our Safeguarding team

MONITORING AND REVIEW

This policy will be reviewed and updated as deemed necessary on an annual basis.