Tupton Hall School

REDHILL ACADEMY TRUST

CAREERS FRAMEWORK

Preparing every student for successful progression into further education, employment and training

Introduction

At Tupton Hall School, careers education forms an integral and progressive element of our personal development programme. We are committed to ensuring that every student, from Year 7 to Year 13, develops the knowledge, skills, attitudes and experiences required to make informed decisions about their future and to thrive in the world of work.

This Careers Framework has been designed to meet the eight Gatsby Benchmarks, comply fully with the Baker Clause and Provider Access Legislation (PAL), and support the Careers Impact System. It reflects current Ofsted expectations for high-quality careers provision and is tailored to the needs of our students and the local and regional labour market.

All careers activities and learning support students in achieving the ten Career and Employability Goals:

Achieving • Accountable • Resilient • Self-motivated • Self-assured • Aspirational • Informed • Entrepreneurial • Experienced • Co-operative

The Ten Career and Employability Goals

As part of The Redhill Academy Trust, Tupton Hall School works to ensure that all young people have opportunities to:

#	Opportunity	Goal
1	Invest in themselves, recognise their own strengths and values and take responsibility for developing their work readiness skills and behaviours.	***Self-motivated***
2	Have the tools and skills required to present themselves to a future employer.	***Self-assured***
3	Have high aspirations for themselves.	***Aspirational***
4	Understand the opportunities available to them locally and beyond and make realistic choices.	***Informed***

#	Opportunity	Goal
5	Have experiences of work that are rewarding and fulfilling.	***Experienced***
6	Achieve qualifications valued by employers.	***Achieving***
7	Understand that employers want people who will work hard and are accountable for their actions.	***Accountable***
8	Understand that employers want young people who can listen and learn from their successes and their mistakes, and keep going.	***Resilient***
9	Work creatively to achieve their potential and that of the business.	***Entrepreneurial***
10	Have effective communication and co-working skills.	***Co-operative***

Core Careers Provision

- All students from Years 7 to 13 benefit from a thoroughly resourced, comprehensive spiral curriculum following guidance from the PHSE Association's Careers and Economic Wellbeing programme. Students have full access to a dedicated and regularly updated careers library containing literature on interview skills, CV writing, career options, and further and higher education course options.
- The school subscribes to a comprehensive online careers package providing information on careers, Post-16 and Post-18 educational routes, and apprenticeships.
- Throughout the academic year, all pupils across the school and Sixth Form are invited to careers and aspirational talks delivered by local employers and members of the local community, covering a wide variety of career opportunities.
- Careers and wider opportunities are embedded within the curriculum of all courses across year groups. Faculty Career Champions ensure that careers are linked to knowledge and topics, ensuring
- Our careers curriculum is adapted to meet SEND and SEMH needs. Students who may be in The Hub or Learning Support work in small groups on content that is made accessible to suit all, ensuring that every student, regardless of background, need or ability, can access the programme and explore prospects for the future.

Careers Education Through the Life Skills and Wellbeing Curriculum – Years 7 to 11

Careers education at Tupton Hall School is not confined to standalone events or interventions. Students engage with a carefully planned and progressive programme of careers learning through the Life Skills and Wellbeing curriculum from Years 7 to 11. This ensures that all students systematically develop self-awareness, opportunity awareness, career management skills and financial literacy before progressing into further education, apprenticeships or employment. Content is adapted to meet SEND and SEMH needs, with students in The Hub or Learning Support working in small groups on accessible materials so that every student can fully engage and explore future prospects.

The programme directly supports the Gatsby Benchmarks (particularly Benchmark 4: Linking Curriculum Learning to Careers) and prepares students for successful transitions. Key careers themes are revisited annually, enabling students to develop increasing levels of knowledge, confidence and employability skills.

Careers Learning Journey

Year Group	Theme	Big Question
Year 7	Discovering Myself	How do I discover my strengths and explore future opportunities?
Year 8	Becoming a Professional	How do I develop the skills and behaviours needed for success?
Year 9	Preparing for Employment	How do I prepare for the world of work and future education?
Year 10	Becoming Financially Independent	How do I become financially independent and ready for adult life?
Year 11	Taking the Next Step	How do I make successful decisions about my future education, training or career?

Careers Curriculum Overview

Year 7: Discovering Myself

- Identifying strengths, interests and personal achievements.
- Understanding the role of work within society and how people earn money.
- Exploring careers within the local and national labour market and different career pathways.
- Developing teamwork, enterprise and problem-solving skills.
- Challenging stereotypes relating to careers and employment.
- Setting personal aspirations and future goals.
- Understanding money, budgeting, saving, needs versus wants, and financial risk.
- Developing awareness of online fraud, scams and safe ways to manage money.

Year 8: Becoming a Professional

- Equality of opportunity, workplace rights and protections.
- Challenging discrimination and stereotypes in employment and pay.
- Professional communication skills including email and telephone etiquette.
- Understanding employment, self-employment and voluntary work.
- Managing digital footprints, online reputation and digital literacy.
- Developing financial capability through banking and money management.
- Understanding technology's impact on future careers (including AI and remote working).
- Careers workshops delivered by external providers and employers.

Year 9: Preparing for Employment

- Recognising and articulating transferable skills.
- Exploring employment sectors, qualifications, GCSE and Post-16 options.
- CV writing, personal profiling and understanding what employers value.
- Professional behaviours including punctuality, attendance, initiative, teamwork and attitude.
- Goal setting and future planning through SMART targets.
- Decision-making and career planning.
- Interview preparation, first impressions, body language and presentation skills.
- Understanding workplace expectations, health and safety, professionalism and work-life balance.

Year 10: Becoming Financially Independent

- Understanding debt, credit ratings, high-interest borrowing and associated risks (including links to online fraud and cybercrime).
- Understanding payslips, taxation, National Insurance, deductions and pensions.
- Budgeting for independent living: rent, mortgages, utilities, council tax, insurance and other commitments.
- Participation in Work Experience placements.
- Reflection on work experience learning and career aspirations.
- Engagement with the THS Sixth Form Taster Programme.

Year 11: Taking the Next Step

- Exploring Post-16 pathways including sixth form, college, apprenticeships and training.
- Preparing for transition beyond school: accepting offers, summer preparation and workplace expectations.
- Understanding application processes and timelines.
- CV development, personal statement writing and interview techniques.
- Professional presentation, email/telephone etiquette and interview etiquette.
- Developing employability skills for successful progression into further education, training or employment.
- Preparing for enrolment, induction and future workplace expectations.

Thinking to the Future Programme

Tutor Time Careers Education

Thursday Tutor Time is dedicated to the 'Thinking to the Future' programme — a structured careers and aspirations curriculum delivered to all students in Years 7–11.

This weekly programme develops students' knowledge of career opportunities, employability skills, progression pathways and labour market information through regular, age-appropriate activities. It ensures that careers education is embedded as a consistent and progressive element of personal development rather than being limited to isolated events.

Through Thinking to the Future sessions, students:

- Explore a wide range of career sectors and occupations.
- Learn about the skills, qualities and attributes most valued by employers.
- Develop an understanding of the changing labour market and future employment opportunities.
- Explore different educational and training pathways.
- Increase awareness of local, regional and national opportunities.
- Raise aspirations and expectations for future success.
- Improve career readiness and decision-making skills.

Key Features of the Programme

Spotlight On…

Students regularly participate in 'Spotlight On…' activities that explore individual career sectors and professions in depth. Sessions cover typical roles and responsibilities, qualifications and skills required, career progression routes, labour market demand, and real-life examples from industry professionals.

Job of the Week

Each week students are introduced to a new occupation, broadening their understanding of the world of work and challenging traditional career stereotypes.

Employability and Teamwork Challenges

Practical activities develop key employability skills, including:

- Communication
- Problem solving
- Leadership
- Teamwork
- Organisation
- Creativity
- Resilience
- Adaptability

These activities help students understand and practise the skills required to thrive in both education and employment.

Pathways and Progression

A core element of the programme is ensuring students understand the full range of post-school opportunities. Students regularly explore:

- Tupton Hall School Sixth Form and A Level pathways.
- Further Education college courses.
- Apprenticeships.
- T Levels.
- Technical and vocational qualifications.
- Higher Education pathways.
- Employment and training opportunities.

This supports full compliance with the Baker Clause and ensures all students are aware of every available route into further learning and employment.

THS Alumni Programme

One of the most powerful elements of Thinking to the Future is the use of former Tupton Hall School students as authentic role models. The THS Alumni Programme shares the real journeys of former students through Tutor Time resources, assemblies, careers events and presentations.

Students learn about:

- Different Post-16 and Post-18 pathways.
- University experiences.
- Apprenticeships and higher apprenticeships.
- Technical and vocational routes.
- Employment and entrepreneurship.
- Career changes and progression journeys.

By showcasing authentic local examples, the programme:

- Raises aspirations.
- Increases cultural capital.
- Challenges stereotypes.
- Demonstrates multiple routes to success.
- Helps students make informed decisions about their own futures.

- Provides relatable role models from the local community.

The diversity of alumni experiences ensures students understand that there is no single pathway to success.

Employer Encounters and External Providers

Students benefit from a wide range of meaningful encounters with employers and external providers throughout their time at the school. These include careers and aspirational talks, site visits, workshops, and marketplace activities with higher education, further education and training providers. Additional support is provided by the National Citizenship Service (NCS) and local companies.

Work Experience

Year 10 and Year 12 students have the opportunity to complete a work experience placement. This is followed by structured reflection on the learning and its implications for future career pathways. Work experience is a key element in developing students' understanding of the workplace and the skills valued by employers.

Personal Guidance and Careers Interviews

A strategic programme of impartial careers interviews is available to students in Years 10, 11, 12 and 13. The Personal Development Team runs targeted careers meetings and intervention with students across Years 7 to 11 to support students with assessing their own skills and interests and to explore paths forward after Post 16 education. These interviews support informed decision-making about next steps.

Targeted mock interviews with local employers are also offered to 6th Form students.

Post-16 and Post-18 Transition Support

Comprehensive support for students progressing into the Sixth Form or beyond includes:

- UCAS information and notice boards.
- Higher Education enrichment and partnership opportunities.
- University visits, university fairs, workshops on study skills, mock interviews and job applications.
- Apprenticeship support, including signposting to local opportunities and workshops by external visitors.
- Ongoing employer links and careers talks.
- Workshops and online access to the Start resources.
- One-to-one mentoring from tutors, support with UCAS applications, and employability skills development.
- Sixth Form open evenings and taster days.

Provision by Year Group

Years 7 to 11

- Tutor Time programme including Labour Market Information (LMI), self-awareness, opportunity awareness, online careers resources, and Post-16 and Post-18 options.
- Thinking to the Future activities: Spotlight On…, Job of the Week, teamwork challenges and THS Alumni stories.
- Apprenticeship information and National Careers Week promoted through Tutor Time.
- Introduction to Sixth Form, college, apprenticeships and employability skills through 'What job…? / What next?' activities
- Employer links and careers talks throughout the year.
- Students in every year group (including 6th Formers) take part in a Careers Fair in January. Employers, training providers, HE providers and THS alumni who provide useful advice, knowledge and experience to help give our students a wider understanding of the world of work and pathways for the future

Year 8

- Impact Day (a drop-down day in July) is an opportunity for all Y8 students to take part in workshops with a variety of different external providers from local companies. Students work with a range of employers throughout the day to develop their knowledge of the world of work and pathways for the future
- All Year 8 students work with The Street Doctors for a full lesson to learn essential First Aid Skills as well as being provided with useful careers advice for anyone considering a career in the medical field

Year 9

- All Year 9 students work with The Army's Youth Engagement Team in a variety of physical activities and challenges in the summer. The focus of this event is to develop teamwork, problem-solving and critical-thinking skills

Year 10

- Work experience placement opportunity.
- A bespoke, Careers-oriented timetable for students who do not secure WEX placements. Local employers from many sectors work with our Y10s for a full week on careers, skills and planning for the future
- Sixth Form taster opportunities within the LS&W curriculum
- Opportunities to ask 6th Form students about their experience of A Level study. Q&A videos integrated into LS&W lessons
- Sixth Form open evening and taster day.

Year 11

- Sixth Form open evening and taster day.
- Apprenticeship information, targeted workshops and assemblies delivered through Tutor Time.
- Support from NCS and local companies, including site visits led by industry experts.

Post-16 (Sixth Form)

- UCAS information and notice boards.
- Higher Education enrichment and partnership opportunities.
- University visits, university fairs, workshops on study skills, mock interviews and job applications.

- Apprenticeship support: signposting to local opportunities and workshops provided by external visitors.
- Employer links and careers talks throughout the year.
- Workshops and online access to the Start resources.
- Tutors provide one-to-one mentoring, support with UCAS applications and employability skills activities.

Sixth Form Careers Programme (aligned to Gatsby Benchmarks 2026/27)

In addition to the support above, the Sixth Form delivers a planned careers education programme through form time and Life Skills and Wellbeing, including Future Fridays. Key activities include:

- Weekly post-16 careers opportunities and events shared through form time.
- Awareness of local employment and development opportunities, guest speakers and Alumni presentations.
- Targeted careers appointments, whole-school Careers Fair, mock interviews with local employers, and trips to apprenticeship and university events.
- Faculty areas linking curriculum content to careers; outreach opportunities and Post-18 taster days.
- Work experience, workplace visits, employer engagement events, online taster sessions and mock interviews.
- UCAS guidance and application support, university open days, post-18 planning, HE stands and talks (including the Spires outreach scheme) and Moving On Day.
- Targeted careers appointments and dedicated post-18 destination support.

Alignment with the Gatsby Benchmarks

The Careers Framework at Tupton Hall School is designed to meet all eight Gatsby Benchmarks. The summary below outlines how key elements of our provision support each benchmark:

Benchmark 1: A Stable Careers Programme

A progressive careers curriculum through Life Skills and Wellbeing, the weekly Thinking to the Future Tutor Time programme, a published Careers Framework that is reviewed annually, and a planned Sixth Form programme including Future Fridays and weekly post-16 careers opportunities.

Benchmark 2: Learning from Career and Labour Market Information

Labour Market Information units in Tutor Time and Life Skills; Job of the Week and Spotlight On activities; access to online careers resources; alumni stories highlighting real pathways; weekly sharing of careers events and local employment opportunities in the Sixth Form, plus guest speakers and Alumni presentations.

Benchmark 3: Addressing the Needs of Each Pupil

Impartial careers interviews in Years 10 and 11; targeted support and mock interviews; differentiation through the progressive Life Skills curriculum; adaptation of content for SEND and SEMH needs, including small-group delivery in The Hub and Learning Support so that all students can access the programme; support for all pathways including apprenticeships and T Levels; in the Sixth Form, targeted careers appointments, whole-school Careers Fair and trips to apprenticeship and university events.

Benchmark 4: Linking Curriculum Learning to Careers

Careers units embedded in vocational courses; progressive careers themes in Life Skills and Wellbeing from Years 7–11; Thinking to the Future activities linking skills and subjects to careers; Faculty Career Champions and curriculum links in the Sixth Form, plus Post-18 taster days and outreach opportunities.

Benchmark 5: Encounters with Employers and Employees

Regular careers talks by local employers; site visits; workshops with external providers; alumni programme; marketplace events; in the Sixth Form, careers events, visitor opportunities, mock interviews, online taster sessions and employer engagement.

Benchmark 6: Experiences of Workplaces

Work experience placements for Year 10 students; site visits led by industry experts; workplace expectations covered in Life Skills and Tutor Time; Sixth Form work experience, workplace visits and employer engagement events.

Benchmark 7: Encounters with Further and Higher Education

Sixth Form taster days and open evenings; university visits and fairs; marketplace activities with HE/FE/Training providers; information on all Post-16 and Post-18 routes; UCAS guidance, university open days, Spires outreach scheme, HE stands and talks, and Moving On Day.

Benchmark 8: Personal Guidance

Impartial careers interviews for Years 10 and 11; one-to-one mentoring in the Sixth Form; targeted mock interviews; tutor support with applications and decision-making; targeted careers appointments and dedicated post-18 destination support.

This framework is reviewed annually to ensure it remains current, responsive to student needs, and fully aligned with statutory requirements and best practice in careers education.