



Shoeburyness High School

KS4 Careers & Work Experience Information Evening – Feb 1st



INCLUSIVENESS

FAMILY

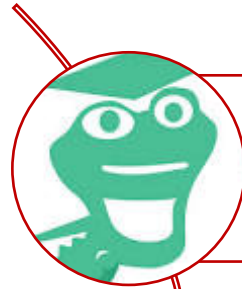
RESPECT

RESILIENCE

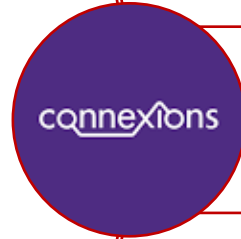
EXCELLENCE



KS4 Careers & Work Experience – July 2024



Unifrog Online Platform



Personal Guidance



Work Experience 8 -19th



The Value of Career Related Learning at SHS

“High quality careers education and guidance in school or college is critical to young people’s futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work..... It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations”

DfE Statutory Guidance Sept 2022





What is Unifrog?

‘Unifrog is a complete destinations platform that provides students and teachers with a one-stop-shop for careers guidance. It helps students compare every college or sixth form, apprenticeships, university courses, and then apply successfully.’

Unifrog is used by over 3,500 schools in the UK!

Every member of staff and student at SHS has a Unifrog account. We are using it this year for Year 10 Work Experience – So it is crucial that your child has logged in!

They can access it in school and at home - using their school email address and setting/re-setting their own password.

<https://www.unifrog.org/>





Unifrog in Period One – Tutor Programme

Period One Curriculum: Unifrog Careers: 2023-24 – Year 10				
Week bgn:	Activity	Teacher Presentation	Digital Workbook	Computers
4 SEPT	Tutor Intro to Unifrog - Students Login & Set Passwords	Link	Video	No
11 SEPT	Review of CEIAG Provision on School Website - Careerometer			No
18 SEPT	Reflecting on my career journey: past, present, and future Part 1	Link	Link	No
25 SEPT	Reflecting on my career journey: past, present, and future Part 1	Link	Link	No
2 OCT	Reflecting on my career journey: past, present, and future Part 2	Link	Link	No
9 OCT	Reflecting on my career journey: past, present, and future Part 2	Link	Link	No
16 OCT				
Half Term				
30 OCT	Wellbeing in the Workplace – Part 1	Link	Link	No
6 NOV	Wellbeing in the Workplace – Part 1	Link	Link	No
13 NOV	Wellbeing in the Workplace – Part 2	Link	Link	No
20 NOV	Wellbeing in the Workplace – Part 2	Link	Link	No
27 NOV	In person, hybrid and remote: what works best? – Part 1	Link	Link	No
4 DEC	In person, hybrid and remote: what works best? – Part 2	Link	Link	No
11 DEC	In person, hybrid and remote: what works best? – Part 3	Link	Link	No
18 DEC	In person, hybrid and remote: what works best? – Part 4	Link	Link	No
Christmas Holiday				
4 JAN				
8 JAN	What type of career is best for me? Part 1	Link	Link	No
15 JAN	What type of career is best for me? Part 2	Link	Link	No
22 JAN	What type of career is best for me? Part 3	Link	Link	No
29 JAN	What type of career is best for me? Part 4	Link	Link	No
5 FEB	The basics of interviews	Link	Link	No
12 FEB	Work Experience – Preparing for Interviews	Link		No
Half Term				
26 FEB	Work Experience Prep – Admin / Spreadsheet			YR10 PCE
4 MAR	NATIONAL CAREERS WEEK ACTIVITIES			
11 MAR	Work Experience Prep – Admin / Spreadsheet			No
18 MAR	Work Experience Prep – Admin / Spreadsheet			No
25 MAR	Work Experience Prep – Admin / Spreadsheet			No
Easter Holiday				
15 APR	PSYCHOMETRIC TESTING	Link	N/A	Yes
22 APR	PSYCHOMETRIC TESTING	Link	N/A	Yes
29 APR	PSYCHOMETRIC TESTING	Link	N/A	Yes
7 MAY	Exploring employer profiles – Part 1	Link	Link	Yes
13 MAY	Exploring employer profiles – Part 2	Link	Link	Yes



Unifrog Online Platform

unifrog

Year 10 Profile Checklist



	date completed
Do your Interest profile quiz	
Favourite at least 3 subjects in the Subject library	
Favourite at least 3 careers you're interested in in the Careers library	
Explore the Know-how-library - favourite 3 guides relating to your favourite careers and subjects	
Record your Activities - have at least 7 recorded on there!	
Start writing your CV on the CV tool	
Read and favourite these University and employer profiles	



Southend Connexions – Personal Guidance

See a Careers Advisor

Do you need support in helping your son/daughter with finding further education, employment or training? Our personal advisers can offer one to one information, advice and guidance with...

- CV writing
- Covering letters
- Vacancy information
- Finding the right courses
- Interview techniques
- Offering a range of educational providers, colleges and training providers
- Traineeships
- Looking for Apprenticeships
- Higher Education
- Personal Statement writing

All students at SHS will see Mr Cooper the Southend Careers Advisor for a personal 1:1 interview in Year 10 and 11.

This discussion is also available for parents as a summarised document and is recorded on your child's Unifrog account as an activity.

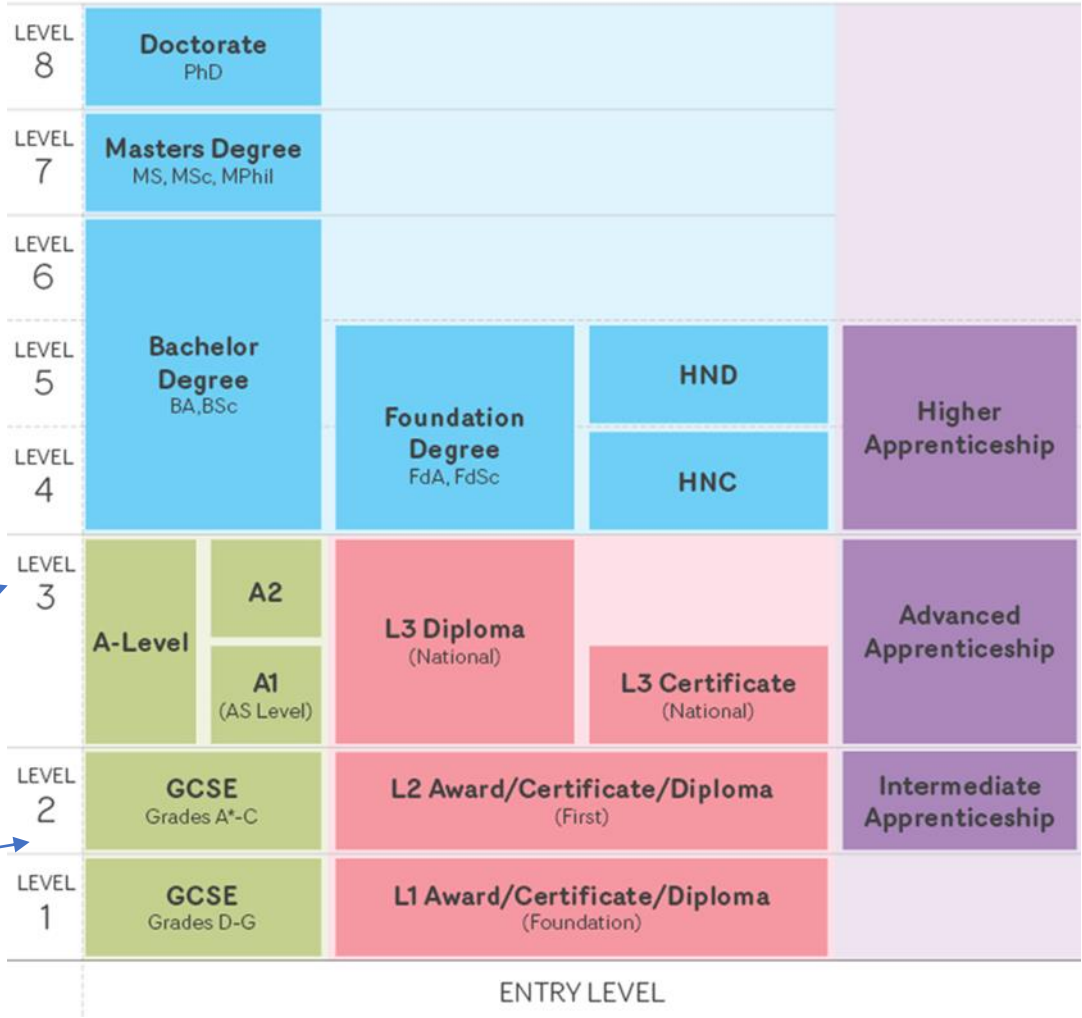
connexions





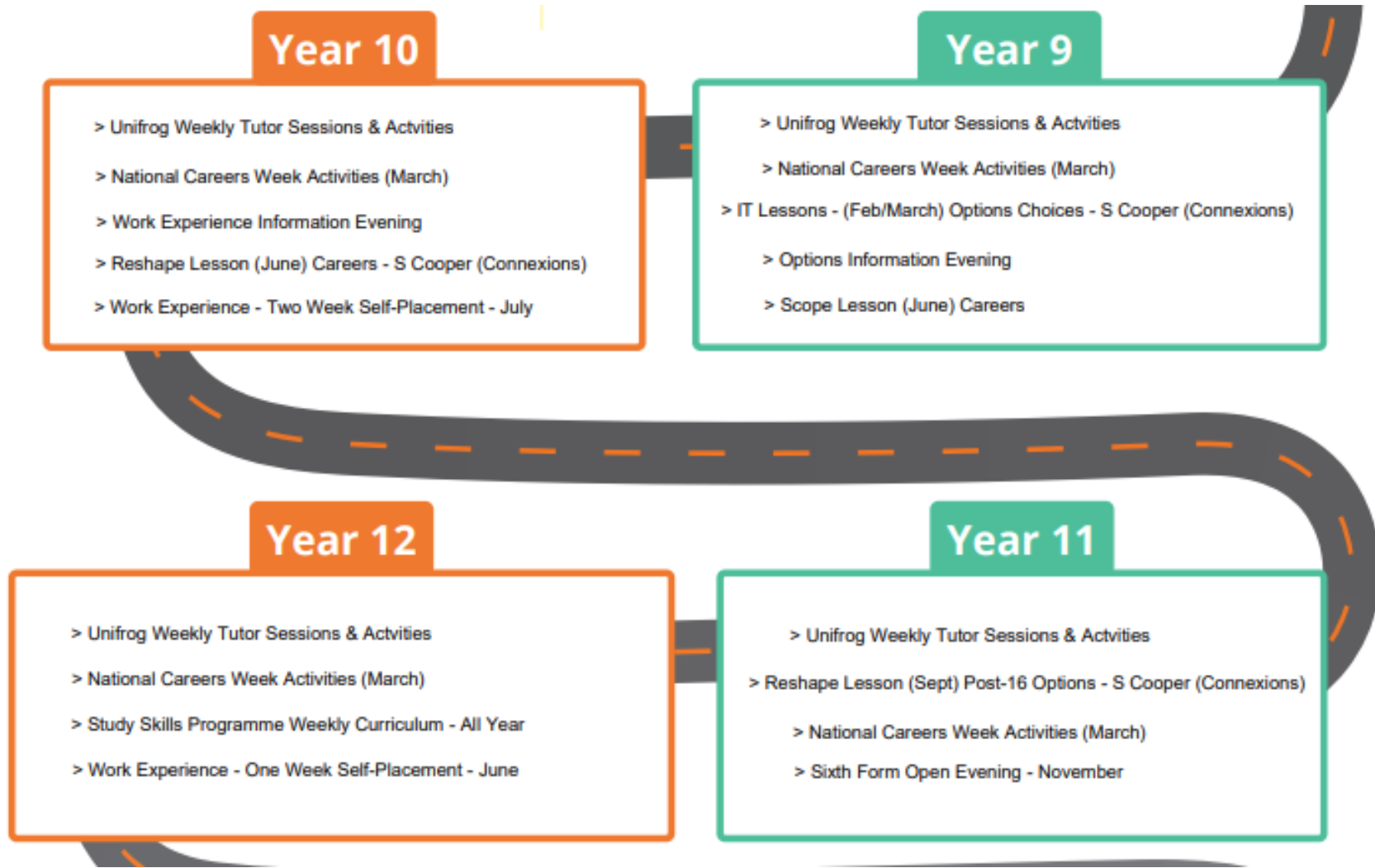
Post-16 Pathways

National Qualifications Framework





The Career Learning Journey at SHS





How is this Delivered & Monitored?

- Via Assemblies
- Open Evenings and Careers Fair
- Reshape Lessons
- Unifrog Activities
- Mock Interviews
- Work Experience
- Future Skills Questionnaire
- Destination Information



The Value of Work Experience



The Speakers for Schools campaign – ‘Work Experience for All’ – has clear research recently to show that:

<p>1</p> <p>RAISES FUTURE SALARY</p> <p>For each additional type of work experience done, future annual earnings increase by £1,088*</p>	<p>2</p> <p>IMPROVES EMPLOYABILITY</p> <p>Attending work experience reduces the chance of becoming NEET from 11 to 7%*</p>
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YET, 66% OF YOUNG PEOPLE CAN'T RECALL DOING ANY WORK EXPERIENCE BETWEEN THE AGES OF 16-18, AND PRIVATELY EDUCATED STUDENTS ARE TWICE AS LIKELY TO DO MULTIPLE PLACEMENTS AS STATE SCHOOL STUDENTS.*

Why do Work Experience in Year 10?



- Opportunity of Job Seeking: research and application
- Experience of Full-Time work
- Although it is unpaid - it can 'open doors', some students have been rewarded for their engagement!
Encourages discipline, adaptability, independence, self-confidence & resilience
- Teaches transferable skills e.g. problem solving, communication, teamwork, practical skills, organisation, networking
- Raises Aspirations
- Enhances your CV
- Can provide employment opportunities.....



What employers are suitable?

- Unless exempt, employers **MUST** have Employers Liability Insurance (ELI). A copy of the certificate will need to be seen before a placement is approved.
- Employers must be willing to complete the Unifrog Health & Safety questions or have an in-person visit to complete a Health & Safety questionnaire.
- Offer a minimum of 4 hours a day, preferably for 5 days in any week.

What Types of Employers have taken Year 10 Students Previously:



Catering & Hospitality

Banking & Financial Services

Administration & Office Work

- Solicitors
- Estate Agents
- Public & Private companies
- Local council & Government offices

Animal Care

- Pet shops
- Veterinary care
- Kennels/Catteries
- Pet Groomers/Pet café's
- Stables

Education & Pre-School

Hair & Beauty

Warehouse

- Stock taking
- Picking & Packing orders
- Light administration duties

Conservation & Horticulture

- Garden centre's
- Wildlife Trusts
- Public Park maintenance (Southend)
- Garden maintenance companies
- Landscaping & Tree surgeons

What Types of Employers have taken Year 10 Students Previously:

Continued....

Motor Mechanics & Transport

- Motor Mechanics and workshops
- Tyre workshops
- Railway stations and Transport for London

Construction, Manufacturing & Site Maintenance

- Engineering roles (e.g. component repair & maintenance, component construction...)
- Electrical and Alarm companies
- Joinery
- Construction trade (site work is not usually available for under 16's due to insurance)
- Building Maintenance companies

Retail & Others

- Shop floor (e.g. stocking shelves, stock rotation, customer service etc.)
- Charity shops
- Specialist shops (e.g. Music shops, florist, bakers etc.)
- Any other business or service industry

Sport, Recreation & Leisure

- Gyms & Leisure Centres
- School PE Departments
- Stage & Dance schools
- Sports clubs
- Children's Entertainment Venues





Administration of Work Experience Placements

- All placements will be processed via the Unifrog Placement Tool
- The majority will be processed automatically after being input by the student as they are low risk
- The school will monitor and can intervene manually if a placement seems higher risk or requires any additional assessments that Unifrog does not cover.

Why Have we Moved On-Line?

- To move with the times & streamline the paperwork!
- On-line processing will free up time for the school to try to find employers that may be able to offer placements and work with them to meet the needs of our students.



What next? Finding the Right Placement:

- Talk to family and friends to see if they can offer a placement that your child will enjoy
- Think about Work Experience as a development of key skills rather than trying to find a job - it doesn't have to link to what you want as a future career!
- Try to think laterally about where skills can be developed E.g. if your child wishes to work in accountancy, all large companies will have an accounts department.
- Encourage your child to make the approach to the employer – even if it means them writing an application to you first!
- Be positive and encourage your child in their search. This can be a very rewarding experience, but a lot depends on the student's approach to the work placement.
- Be able to cover any travel costs and expenses they may incur.
- Have students return placements promptly so the approval process can begin.

How does the school help students find a placement?



- Year 10 Work Experience questionnaire on Unifrog for students to complete. Will help us match potential placements we find with the right student.
- Weekly after-school assistance every Thursday between 3pm and 4pm.
- Computers / lunchtime assistance in IT4 to help students upload placements onto Unifrog.
- Regular tutor group discussions.
- Contact staff if you need support! Email or find us in person!



Common Questions....

What if I am sick?

Both the employer and the school need to be informed of any sickness.

What if I don't enjoy what they ask me to do?

Most people will be asked to do something they do not enjoy in their work life. Make sure that you know the sort of tasks that you will be asked to do BEFORE you agree the placement. If you do not think that you will enjoy any of the work, think about looking for a different placement.

My mum/dad is working from home. Can I do my work experience with them?

*Generally, the answer to this will be **No**, but talk to us about it. We also don't allow for virtual or online experience.*

Do I have to do my work experience in the Southend area?

No. You are welcome to look outside of the area, in fact it is sometimes easier to find a placement. However, the school cannot fund travel costs and travel times should be considered when committing to a certain start or finish time to the day.



Common Questions....

How many hours do I need to do a day?

To get the most from your placement we suggest working at least 4 hours per day. You should not work more than 7 hours. A start time before 7am and a finish later than 9pm is considered 'unsociable' for the purposes of work experience and would require additional checks from the school.

I am being asked to work on a Saturday but have a day off in the week. Is this ok?

Yes, this is fine, but you should only be asked to work 5 days out of the week.

I need to attend an interview during school hours. Is this permitted?

Yes, we just ask that you inform the Attendance Office in advance.

Can I work with someone who is self-employed?

Possibly- *The main concerns will be around Insurance and safeguarding. The employer must have EMPLOYERS LIABILITY INSURANCE (ELI). Many self-employed people do not require this, but some may have it. If you are unsure, the school is happy to speak to a potential employer to work out if a placement is suitable.*



Key Dates & Contacts

- **21st June** : Deadline for Placements to be on Unifrog
- **Work Experience Dates:** 8 - 19 July 2024 (10 working days)

Mrs Sue Wood, Curriculum Support Assistant -

swood@shoeburyness.secat.co.uk

Telephone 01702 292286 extension 3036

Mrs Louise Fanning, Careers Lead

lfanning@shoeburyness.secat.co.uk

Telephone 01702 292286 extension 3013

This presentation will be uploaded to the school website under
LEARNING / WORK EXPERIENCE