



Careers Policy SupaJam 2023-2024

Safeguarding Statement

SupaJam is a post-16 specialist provider, specialising in Music, Maths, English and Life Skills. All staff, volunteers and partners are committed to safeguarding the welfare of every person within SupaJam. Our mission is to help young people to engage and achieve within a safe and inclusive environment.

Our goal

Our mission is to help vulnerable young people who have previously fallen out of formal education engage, achieve and progress in a unique, inclusive learning environment. SupaJam's careers advice and guidance aims to support our talented and ambitious students in line with our mission statement, providing careers guidance in a unique, inclusive environment and tailored to support the individual needs of each of our students. This is developed throughout a student's time at SupaJam is supportive of our students aims and aspirations and nurtures their skills and talents.

Aims and purpose

- To motivate our students to focus on their futures with regular encouragement, support and positivity
- Inspire our students to become independent, confident and motivated to develop their aspirations and take ownerships of their future choices and career progression
- To provide a friendly welcoming and confidential atmosphere to openly discuss future options and any worries or concerns.
- Support our students in developing key skills needed for college and beyond including resilience, social communication skills, innovation, leadership and team building.

Statutory requirement and recommendations:

Supajam is committed to embedding the Gatsby benchmark of good careers guidance

- A stable careers programme
- Learning from career and labour market information
- Addressing the needs of each student
- Linking curriculum learning to careers
- Encounters with employers and employees
- Experiences of workplaces
- Encounters with further and higher education
- Personal guidance

We have developed our careers programme based on the Gatsby benchmarks for good careers guidance in schools , this is updated on an annual basis.

We have developed our 'work ready' careers programme published on SupaJam's website. This is reviewed and updated annually.

We will annually review government guidelines and recommendations to ensure our careers policies and provisions are in-line with government requirements.

Careers provision

1. All of our students will have access to the following:

- Impartial, professional careers advice from a qualified member of staff
- Careers interview from a suitably qualified careers advisor as stipulated in Gatsby Benchmark 8.
- Practical and integrated careers programme where students are given opportunity to build on key skills needed for college and beyond.
- Accessible and visual careers advice through guest speakers, workshops, trips and careers drop in service*
- Opportunity to participate in work experience at a major UK festival that is integrated into the curriculum to ensure all students are fully supported.*
- Opportunity to participate in internal work experience via our creative industries facilities.
- All students have access to careers section on SupaJam's website, Careers boards to find out about work experience, job opportunities and applications to further education.
- All students will have access to START profile to support growth in independent careers research and build a digital portfolio in preparation from transitioning beyond SupaJam.
- Opportunities to participate in organising events within college and join events put on by the careers department designed to develop core employability skills.

2. Support for SEND and High Needs students:

- Personal support from LSP's and careers lead where appropriate to ensure students have maximum opportunities to achieve career aspirations.
- Transition meetings for all SEND students when leaving SupaJam and additional external careers guidance by a professional trained to work with SEND students.

- Targeted support in small groups to include trips to support in developing independent travel skills, exchanging monies, navigation in new places and social interactions within the communicate and wider world.

3. Careers advise

- Qualified careers advisor available for our three sites for all students throughout the academic year. This member of staff will be named on our careers page on our website.
- Opportunity to attend jobs fairs, industry days and pathways workshops, which will take place annually, where students will have the opportunity to seek careers advice from professionals in the business and learn more about career options.
- Access to book meetings with a member of the careers team for 1:1 support.

4. STEM activities

- All students will have at least 2 opportunities throughout the year to participate in STEM activities to support in developing key skills for beyond college such as social interaction, communication, innovations and team building.
- Stem activities will be reviewed and developed annually and will be planned and integrated into SupaJam's programme delivery at the start of the academic year.

5. Charitable events and activities

- There will be at least 1 opportunity to participate in a charitable event either in or out of college. This may be a charity gig or in house fundraising organised by the student union for example.

6. Work experience

- We provide a safe and supportive environment in which our students can gain work experience to help build confidence and work at a pace that is suitable and meets the needs of each of our students. SupaJam works closely with BlackDeer festival where SupaJam has its own stage. This events occurs on an annual basis. Our students, along with industry professionals, are responsible for organising everything that goes into running stage at a festival from the artist to the sound engineering. To support our students weekly workshops are integrated into the curriculum at the start of the academic year giving ever students access to a fountain of knowledge, skills and industry experience to help develop their employability skills. *
- Additional work experience opportunities offered by SupaJam to be advertised via careers boards and newsletters*
- We will encourage and support our students in seeking out work experience opportunities to help them achieve their career aspirations.*
- Our in house work experience opportunities will be covered and protected by existing safeguarding policies and processes and insurances as they will all take place within Supajam premises at either Swanley, Canterbury or Canterbury bases.
- Work experience within SupaJam bases will only be available if there is enough staff to safely cover the sessions. If any planned session are missed due to staff shortages we will endeavour to rebook sessions when we have the capacity to safely continue
- All work experience sessions are subject to COVID safety regulations and have been risk assessed and adopted top reduce spread of infection.

7. SMSC Programme

SupaJam's SMSC (*spiritual, moral, social and cultural development*) programme is designed to equip students with the necessary skills, knowledge and confidence to take on adult life in the working world. The programme is integrated into the curriculum over covers 6 key areas over the academic year.

- Equality and diversity
- Healthy Lifestyles
- Healthy Relationships
- Independent life skills
- Community & Charity work

This programme is reviewed and developed at the start of every academic year.

8. Student Forum

- The student forum aims to provide opportunity of students to become independent, ambitious and motivated thinkers, to help support themselves and others in achieving their aspirations.
- Students will be encouraged to create, update and maintain a careers section on the board with news of charity events, job and work experience opportunities and information of accessing higher education.
- We will provide support for students within the union to help facilitate any events, incentives or workshops they would like to do within college.

Feedback and evaluation:

- We will review all of our career documents, including this policy on an annual basis and update and develop where necessary through the year as and when government changes or new college incentives come into practice.
- We will seek feedback via regular surveys to be completed by staff and students which will have a careers section to help us collect feedback and data on how we are progressing and where we need to improve.
- We will have regular careers meeting with careers lead and the senior leadership team to ensure we are up to date on on track with our careers programme and delivery.
- We will evaluate our careers department activities using COMPASS a government recommended evaluation tool that reviews your performance against the Gatsby benchmarks.

Signed

Date

Policy reviewed 31/09/2023

Next policy review due August 2024

**These activities are subject to COVID precautions but in place by the college and will only be carried out if safe to do so in line with government guidance.*