



# Careers at

# Swakeleys School for Girls

**'Careers' Coffee morning**

## COFFEE MORNING CAREERS PROVISION



Meet our careers experts.  
Find out how to access careers support.  
Find out about the different pathways at age 14, age 16 and age 18

**7TH JANUARY 2025**

**9-10.00**

- Apprenticeships
- UTCs
- Specialist Courses
- Work Shadowing
- Careers Education
- Padlet Careers News
- Careers Focus Fortnight 2025
- Careers Through PSHE



# Welcome!

**01**

**Pathways for your child**

**02**

**Resources available**

**03**

**How we do Careers Education at Swakeleys**

**04**

**Q & A**

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# What makes a good careers service?

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- **Every young person needs good careers guidance to make informed choices about their future**



# Gatsby Benchmarks

## Benchmark 1

A stable careers programme

1

## Benchmark 2

Learning from career and labour market information

2

## Benchmark 3

Addressing the needs of each pupil

3

## Benchmark 4

Linking curriculum learning to careers

4

## Benchmark 5

Encounters with employers and employees

5

## Benchmark 6

Experiences of workplaces

6

## Benchmark 7

Encounters with further and higher education

7

## Benchmark 8

Personal guidance

8

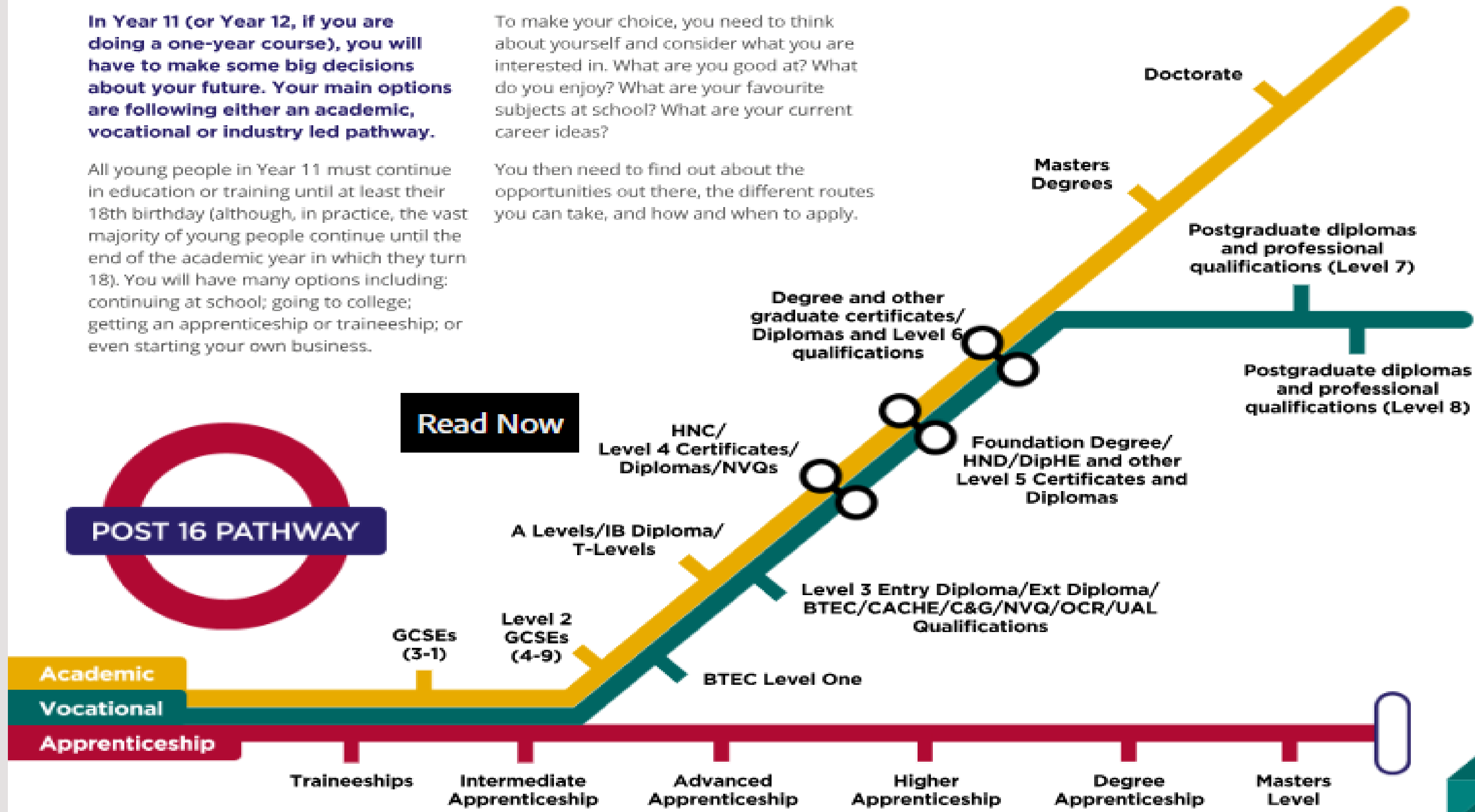
# Pathways for your child

**In Year 11 (or Year 12, if you are doing a one-year course), you will have to make some big decisions about your future. Your main options are following either an academic, vocational or industry led pathway.**

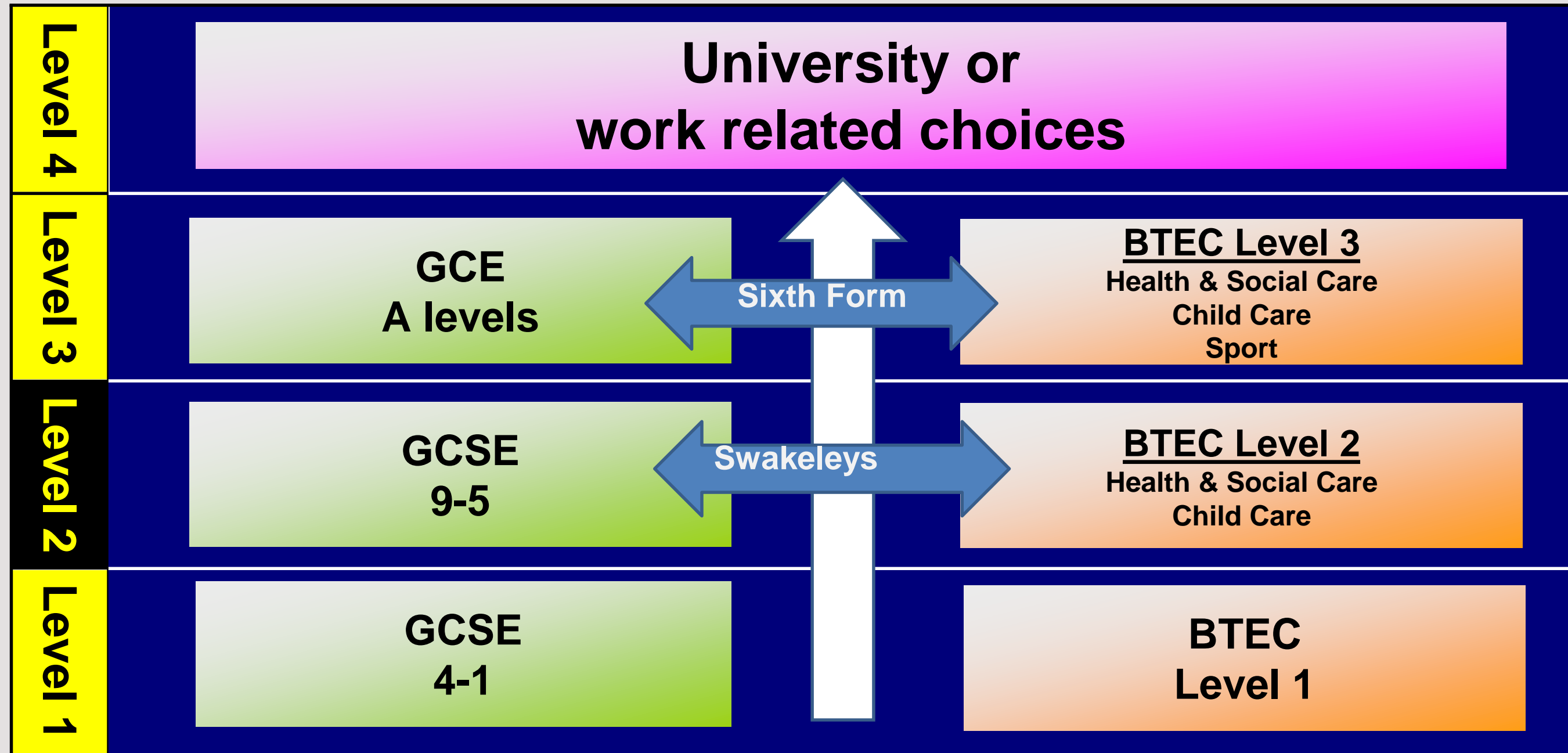
All young people in Year 11 must continue in education or training until at least their 18th birthday (although, in practice, the vast majority of young people continue until the end of the academic year in which they turn 18). You will have many options including: continuing at school; going to college; getting an apprenticeship or traineeship; or even starting your own business.

To make your choice, you need to think about yourself and consider what you are interested in. What are you good at? What do you enjoy? What are your favourite subjects at school? What are your current career ideas?

You then need to find out about the opportunities out there, the different routes you can take, and how and when to apply.



# Different pathways



**'Traditional' route**

**Vocational Route**

**Majority examination**

**Less examination focus**

# What are your child's options?

The options shared in this Directory offer information for everybody, whatever you want to do and whatever your starting point.



Supported Internships

T Levels

Apprenticeships

Inclusive Apprenticeships

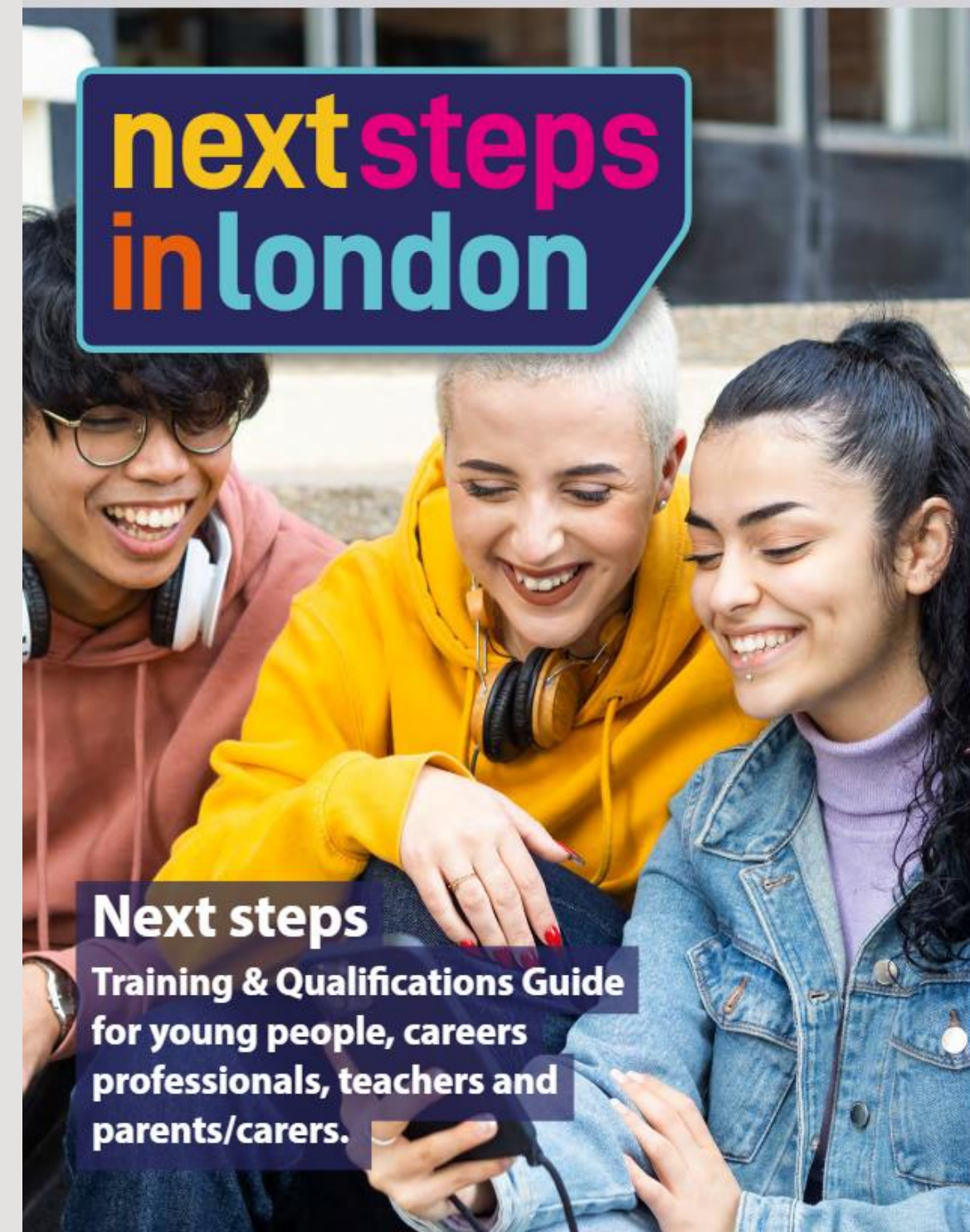
A Levels

Foundation Courses

Vocational Courses

Skills Bootcamp

There are a variety of progression pathways you can take to build your career. Different pathways suit different people and what is great is that you can choose the best route to achieve your goals. An example of this is that you can take BTEC's, T Levels and/or A levels to progress to University to get a degree or you can take the apprenticeship route which allows you to work and study at the same time.



WEST LONDON CAREERS HUB

CAREERS & ENTERPRISE COMPANY

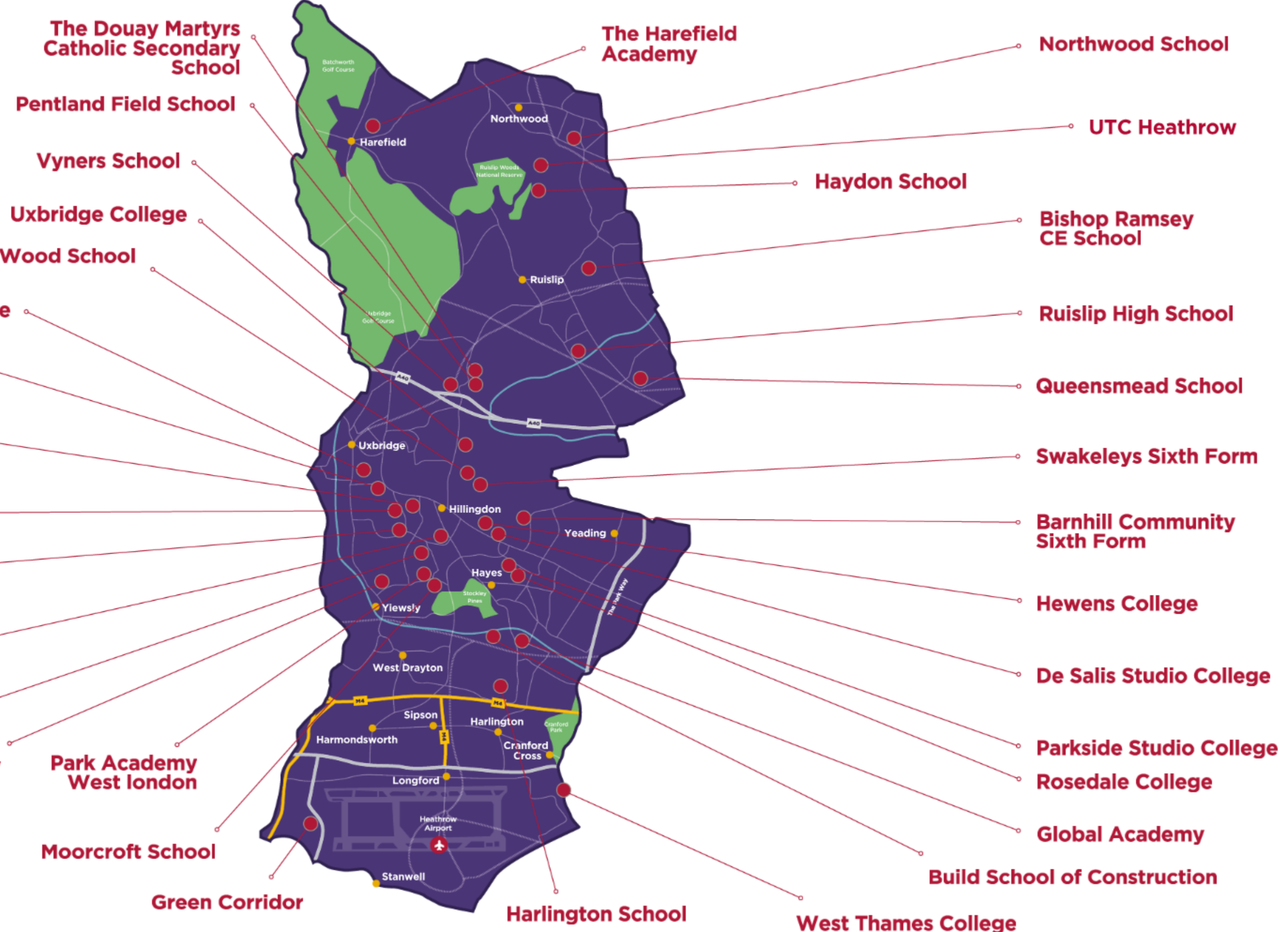
SUPPORTED BY MAYOR OF LONDON

# Where can your child study?

| Places you can learn   | Things to consider   |   |   |   |
|--|--|---|---|---|
| <p><b>School 6th Form</b></p>  | <p>Year 12 to 13 (Year 14 in some schools).</p>                            | <p>Learning and timetabling is more flexible than Year 7 to 11, but you will be expected to study independently during your free periods.</p> | <p>You can usually wear your own clothes, but there may be specific instructions, such as business wear only.</p>                           | <p>Although A Levels and vocational courses* are on offer, schools more commonly offer more A Level subjects.<br/>*courses directly related to career areas</p> |
| <p><b>6th Form College</b></p>   | <p>6th Form College for 16 to 19-year-olds.</p>                            | <p>College campuses are often larger than school sites.</p>   | <p>Learning and timetabling are more flexible than in school, but you will be expected to study independently during your free periods.</p> | <p>You can wear your own clothes. A Levels and vocational courses are on offer.</p>   |
| <p><b>Further Education (FE) College</b></p>   | <p>For people aged 16+.</p>  | <p>College campuses are often considerably larger than school sites. A larger campus means more people.</p>                                   | <p>Learning and timetabling are more flexible than in school, but you will be expected to study independently during your free periods.</p> | <p>You can wear your own clothes. A wide range of courses e.g. A Levels, BTECs, apprenticeships, ESOL, skills for working life etc.</p>                         |
| <p><b>Independent Special Schools and Colleges</b></p> <p><a href="#">More information →</a></p> | <p>For 16 to 25-year-olds with additional learning and physical needs.</p> | <p>Learning is based on your needs and may require you to go to a school out of the borough.</p>  | <p>You can wear your own clothes.</p>   | <p>You and your family will be working with a professional who will be helping you to plan your next step.</p>  |
| <p><b>Apprenticeship providers / Training centres</b></p>  | <p>For people aged 16+.</p>  | <p>Learning and timetabling are more flexible and there is a real focus on getting you ready for the world of work.</p>                       | <p>You can wear your own clothes.</p>   | <p>The courses and training are focused on ensuring you are ready to start a job.</p>   |



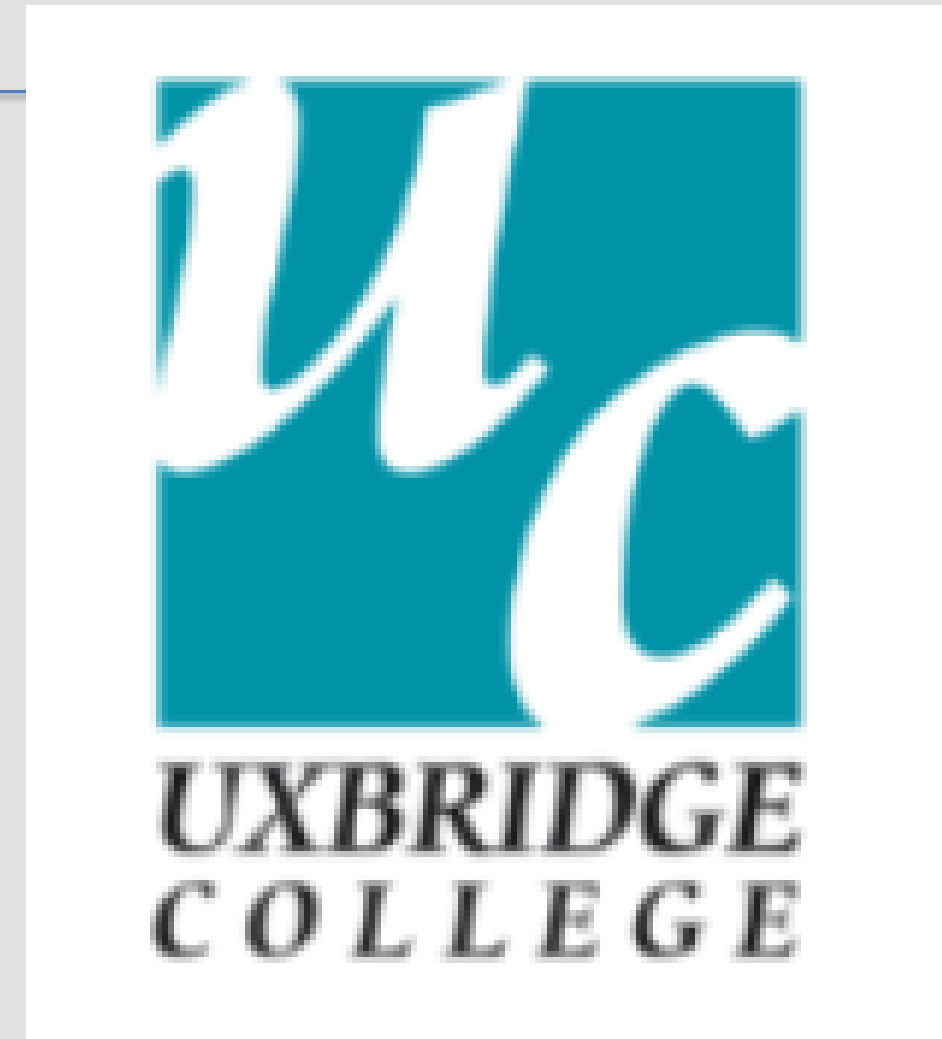
# Map of Hillingdon sixth forms and colleges



# Alternative Local Options



## Media Focus



Beauty courses  
Early years child care  
Fashion  
Hair dressing  
Games Development  
Music  
Professional Cooking  
& hospitality



Engineering and  
Digital IT Focus

# Useful Parental Resources

**Post 16 opportunities for young people with Special Educational Needs and Disabilities (SEND) in Hillingdon**

This brochure has been made for young people with SEND, by young people with SEND, to help you understand the options available after the age of 16.



**HILLINGDON**  
LONDON

[www.hillingdon.gov.uk/send-post-16](http://www.hillingdon.gov.uk/send-post-16)

Hillingdon Parent Carers Forum  
North West London Integrated Care System  
Hillingdon SEND and AP Partnership

**next steps in london**


**Next steps Training & Qualifications Guide for young people, careers professionals, teachers and parents/carers.**



**CAREERS HUB**  
**local london** Careers Hub East  
**South London Careers Hub**  
**WEST LONDON CAREERS HUB**  
**CAREERS & ENTERPRISE COMPANY**  
SUPPORTED BY MAYOR OF LONDON

**Inspiring Careers Programme**  
EDT  
SEPTEMBER 2024

**CHOICES**



Whether you're considering an academic, vocational or apprenticeship pathway, we've got you covered with expert advice to help you get ready to embark on your career journey.

**Post 16 Prospectus 2024/25**

**Read Now**



**Enter**

**HILLINGDON**  
LONDON

# Swakeleleys School & Careers

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# Eugenia Mmireku



- **Independent Careers Adviser**

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- **Experienced and qualified with 30 years in education in support roles, ESOL teaching and Careers Guidance.**

# Addressing the needs of each pupil

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- **Careers Guidance to address every student at different stages.**
  - **Embed a session being mindful of equality of opportunity.**
- **SEN students, vulnerable and EHCP students are referred to me when required.**

## CURRICULUM INTENT

[CURRICULUM GUIDES: YEAR 7 2024](#)

[CURRICULUM GUIDES: YEAR 8 2024](#)

[CURRICULUM GUIDE: YEAR 9 2024](#)

## PASTORAL INTENT

[YEAR 10 WORK SHADOWING PROGRAMME 2025](#)

## CAREERS GUIDANCE

[YEAR 8 OPTIONS FOR SEPTEMBER 2025 START](#)

[CAREERS NEWS](#)

[USEFUL CAREERS WEBSITE LINKS](#)

# CAREERS GUIDANCE

## CAREERS PROVISION AT SWAKELEYS SCHOOL FOR GIRLS AND SIXTH FORM

### Careers Staff

- Mrs P Laguillo – Assistant Headteacher, School Careers Leader
- Mr R Williams – Independent Careers Advisor
- Ms N Basra – Work experience administrative assistant

To contact the above please use the school email address: [office@swakeleys.org.uk](mailto:office@swakeleys.org.uk) and mark in the subject who it is for the attention of.

The Careers team at Swakeleys School for Girls provides information, advice and guidance to students so they can develop the skills needed for a working life. This supports the more general careers education students receive in subject lessons, Form Group tutorials, assemblies and general careers events.

Careers guidance and education is delivered in all Key Stages as an integral part of the PSHCE programme. In sixth form, the careers guidance is expertly supported by external advisors who provide bespoke guidance on the UCAS process to students and parents.

From Year 8 onwards, they are given progressive support to reflect on career choices, to prepare for work experience and

# Padlet Board FULL of current opportunities

Mrs Laguillo + 2 • 2d

## Swakeleys Careers News

Welcome to the new format for Careers News. This will allow me to update you with the latest careers opportunities as they are released.

### Current Opportunities

+

**Mrs Laguillo 6d**

#### Volunteering Opportunity for Year 10 and 11 pupils

A great volunteering opportunity at Oak Farm Library in case anyone is interested.

Are you looking for a volunteering placement for your Duke of Edinburgh award? Or are you interested in learning new skills to add to your CV or Post-16 applications? At Oak Farm Library

### Learning About Careers / pathways that may be of interest to YOU!

+

with SIGN as part of a research project to break down barriers to getting into the screen industry. The game is designed help potential new entrants understand the tasks and duties of certain job roles and develop skills. There is also an [educational resource pack](#).

**Mrs Laguillo 1yr**

### Labour Market Information (LMI)

+

**issuu.com**

Choices Magazine - 2024/25

+ Add comment

**Mrs Laguillo 8mo**

#### LMI Information for April 2024

Inspiring Careers Programme

### Making a 1-1 careers appointment with Ms Mmireku

+

**Anonymous 1yr**

#### Careers Appointments

Hi Year 11s, I'm looking forward to meeting you to chat through your ideas and/or questions about the future - so start signing up asap. It's 1st come, 1st served..!


Ms Mmireku

+ Add comment

**Mrs Laguillo 2yr**



# Year group Google Classroom Page



Year 10 Careers page // Work Experience

Customise

Quick links

+ Add link

Meet

Join

Visible to students

Class code

Announce something to your class

**E** Eugenia Mmireku  
Yesterday

Dear year 10 thanks for the 10 year 10 students that attended. As per request I am posting the power point used today,  
Kind regards,  
MS Mmireku

Medicine presentation Sw...  
PowerPoint

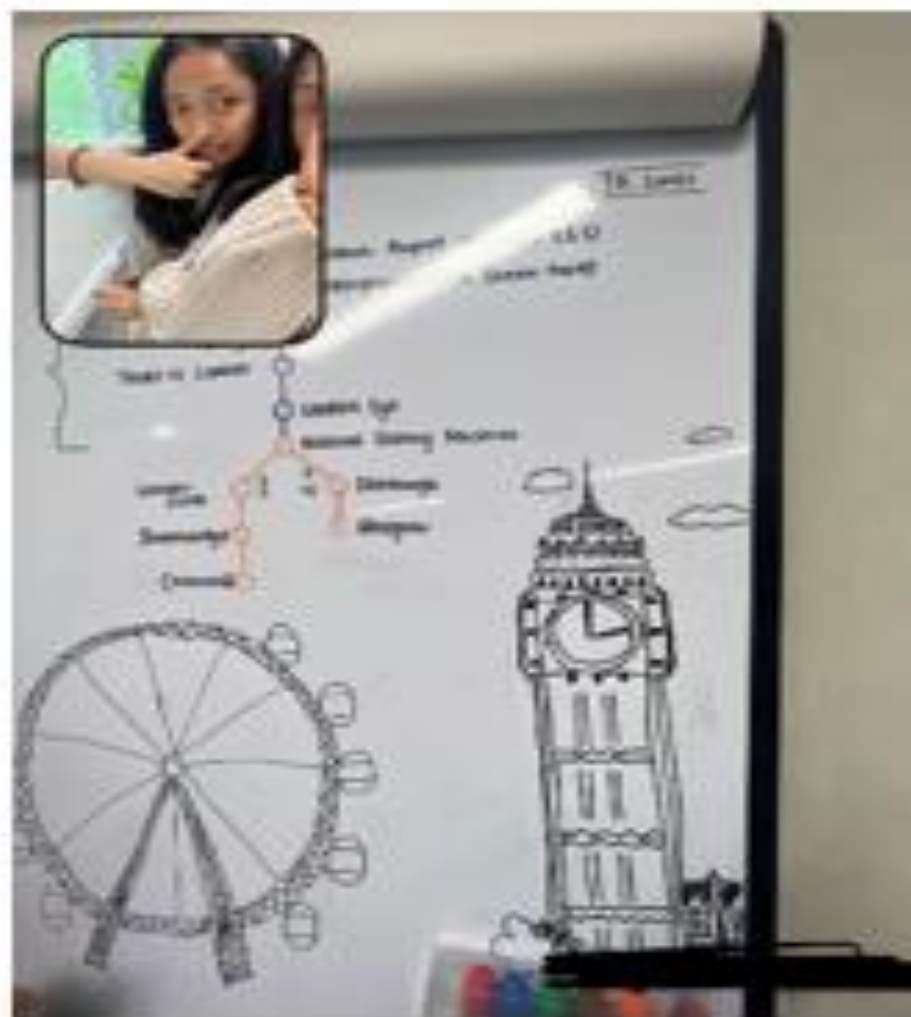
# Work Shadowing in Year 10

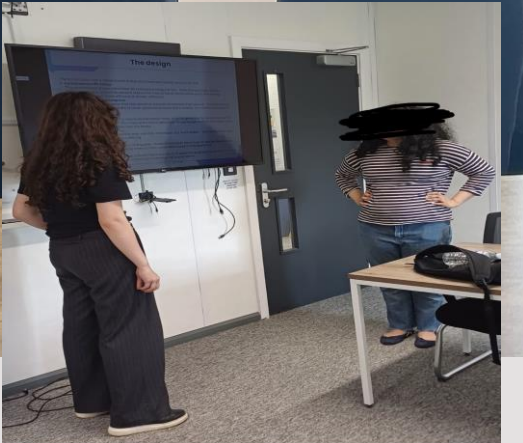
Monday 9<sup>th</sup> June - Friday 13<sup>th</sup> June

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## What is work shadowing?

An opportunity for pupils in Year 10 to shadow a parent / guardian or close family friend so that they can get a real-life insight in to the world of work.





# Careers Fortnight

Monday 6<sup>th</sup> January - Friday 17<sup>th</sup> January

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# GATSBY BM 4

## 4 LINKING CURRICULUM LEARNING TO CAREERS

As part of the school's programme of careers education, all teachers should link curriculum learning with careers. Subject teachers should highlight the progression routes for their subject and the relevance of the knowledge and skills developed in their subject for a wide range of career pathways.

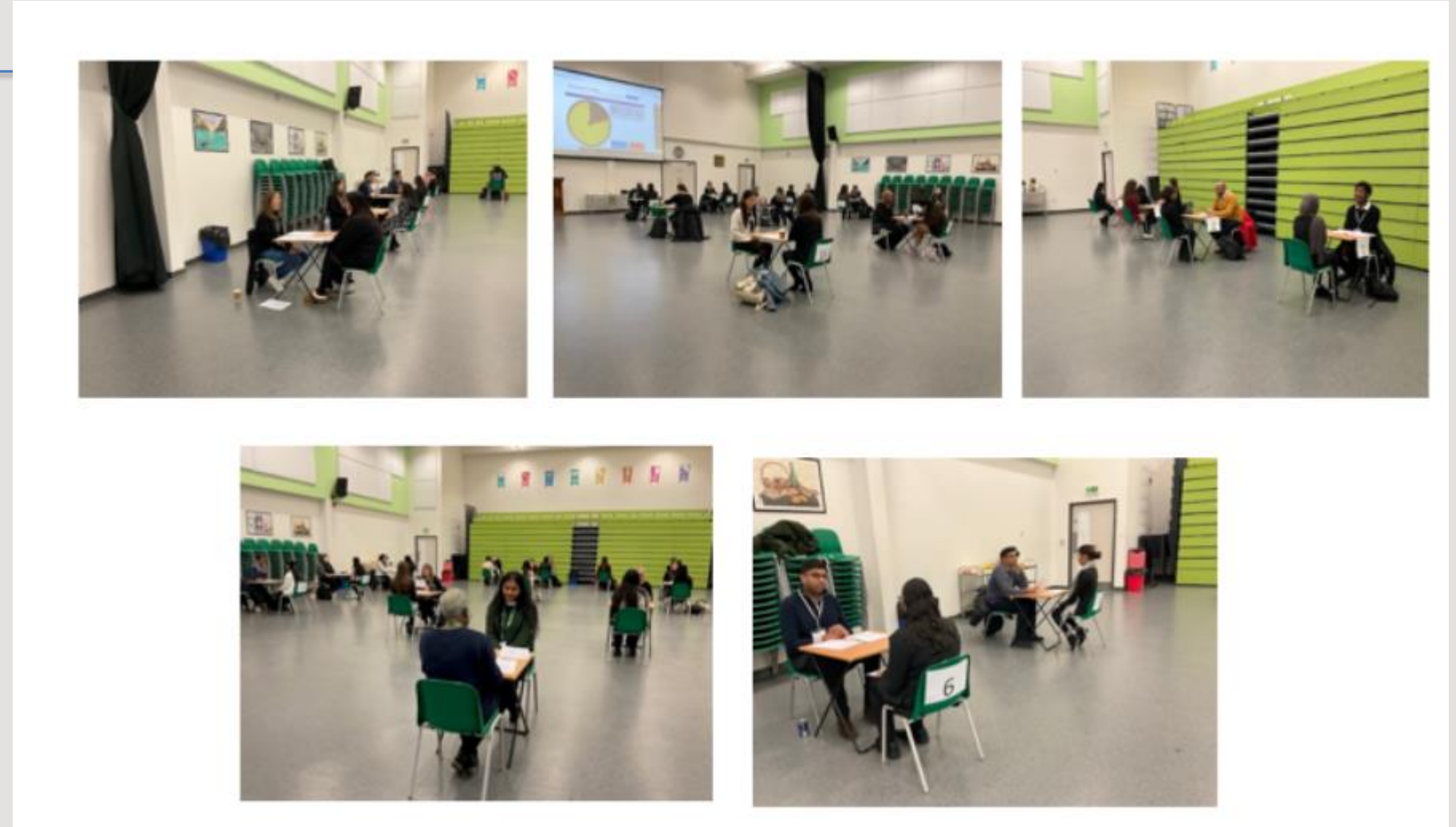
- Every year, in every subject, every pupil should have opportunities to learn how the knowledge and skills developed in that subject helps people to gain entry to, and be more effective workers within, a wide range of careers.
- Careers should form part of the school's ongoing staff development programme for teachers and all staff who support pupils.

# Calendar of Events during Careers Focus Fortnight January 2025

| Monday   | Tuesday   | Wednesday   | Thursday   | Friday  |
|--|---|---|--|---|
| 6 January  | 7 January   | 8 January   | 9 January  | 10 January  |
| <p>Launch Step in to the NHS competition (7&amp;8)</p> <p>Year 8 Taster sessions (Psychology and H&amp;S)</p> <p>Green Careers Display</p> <p>Alumni Display</p> | <p>Hall assembly on careers (7&amp;8)</p> <p>Start up Sherpa Launch</p> <p>Year 8 Taster sessions (Childcare)</p> <p>Careers Coffee Morning (Parents)</p> | <p>I-I Mock Interview day HALL (11)</p>   | <p>Hall assembly on careers (11)</p> <p>Year 8 Taster sessions (Sociology and business)</p> <p>Year 10 KCL MFL talk about careers in languages (P4 &amp; P5)</p> | <p>Hall assembly on careers (9&amp;10)</p> <p>Start up Sherpa Launch</p> <p>Year 8 Taster sessions (Citizenship and media )</p> <p>Matt <u>Kaczmarek</u> – Trained Sports Therapist talk with GCSE PE classes</p> |
| 13 January   | 14 January  | 15 January  | 16 January   | 17 January  |
| <p>FT House Competition – ‘Murder Mystery’</p> <p>SEND Careers lunch</p>   | <p>6<sup>th</sup> Form Taster Day (11)</p>  | <p><b>Careers Fair Day (7,8,9,10,11)</b></p> <p>Insight workshops &amp; Speed networking (11)</p> |  | <p>Intervention, advice and guidance session (11)</p>   |

Events taking place across the whole fortnight:

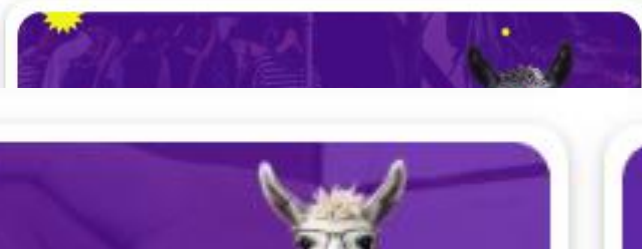
# Careers Fair / 1-1 Mock interview Day





# Start Up Sherpa Platform

## National CareerQuests



Government

STARTUP SHERPAS

START NOW



Construction

STARTUP SHERPAS

START NOW



REAL ESTATE

### Real Estate

STARTUP SHERPAS

Experience what it's like to work in **Real Estate**. Try your hand at being an estate agent and selling a property, and learn about the variety of roles you could have in the future, and understand how real estate startups innovate the industry.

Startup Sherpas

START NOW →



UTILITIES

### Utilities

STARTUP SHERPAS

Utilities are all the basic things we need to live – electricity, gas, water, waste (!) etc. Find out more about this diverse industry, showing you the jobs and roles, plus learn how utility startups are making a difference!

Startup Sherpas

START NOW →



IT/COMMS

### IT & Communications

STARTUP SHERPAS

Ever wonder how your favourite apps and websites work? Or how information zips across the world in seconds? If you love tech, coding, or just making things run faster and better, this is where you'll thrive.

Startup Sherpas

START NOW →

Work in  
the industry, learn  
and how food  
is made



Storytelling,  
a creative  
industry is your  
path to a career.

Startup Sherpas

your playground.

Startup Sherpas

Startup Sherpas

Startup Sherpas

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**Q & A**