



# Career Colleges Trust Services

## What do Career Colleges get for their money?

The Career Colleges Trust provides a range of specialist services and support to both operating and prospective Career Colleges.

These include:

- A clear, nationally known and respected brand understood by parents, employers and other colleges/learning providers
- A team of industry experts and specialists to support all areas of the College's offering – ensuring standards are maintained
- Support to source and ensure strong employer engagement
- PR/Marketing support to raise national and regional awareness of the Career Colleges brand
- Supporting FE Colleges with policy and statutory requirements when introducing 14–16-year-olds for the first time. This includes support with Maths and English for staff and learners
- Helping Colleges access grants and financial investment via our relationships with LEPs and other expertise in securing additional funds
- A wealth of teaching and learning resources, best practice guidance and communication and support tools via our industry standard online Portal – plus R&D into best uses of technology to improve learning and learner engagement
- Full details of the Trust's franchise offer can be found on our website [www.careercolleges.org.uk](http://www.careercolleges.org.uk)

## During the set up and launch phase of a Career College, the Career Colleges Trust will...

... **customise the Career Colleges Portal & resources.** The Trust will demonstrate the Career Colleges portal to the College team and support identification of how the Portal may support the College's ambitions and services to learners. (Please see screen shots of the Portal).

... **prepare a launch campaign.** Career Colleges Trust will assign a PR expert to work with a lead education sponsor's team on launch planning and associated PR. Trustees will also support launch activity, using their influence and connections, as appropriate.

... **support the development of a PR and stakeholder engagement plan,** with ongoing activity to build brand and positioning of the Career College.

... **support the development of the Career Colleges teaching and learning model.** The Trust works with a lead education sponsor's team.

... **ensure practical planning in the countdown to opening.** The Career Colleges Trust's Project Manager works on a customised project plan/checklist for opening a Career College and directly supports a lead education sponsor with preparation for opening.

**Full details of bespoke and tailored Career Colleges Trust services follow. These are accessed through the Career Colleges Portal, annual training and as required by the outcomes of the pre-opening and annual audits.**

## The Trust's resource kit makes each Career College distinct

- Career Colleges draw on international best practice in vocational/professional education, ensuring excellence in teaching and learning-backed by world-wide research
- Our delivery model provides industry with the opportunity to support the development of work-ready young people to fill specific skills gaps and provide exciting career opportunities for them
- Our aim is to encourage aspiration among learners by setting out clear career pathways and progression to employment
- The franchise and membership model we offer includes a comprehensive, annually updated 'toolkit' – this prevents having to reinvent the wheel or replication of infrastructure of a new school/college, resulting in lower running costs
- Employers do not require expertise in running an education establishment or investing in back office services. We draw on the expertise and support infrastructure of existing FE establishments and then provide a robust toolkit for employers, educators, parents and learners which will include:
  - A curriculum framework for marrying National Curriculum requirements, ensuring a strong grounding in core English and maths and social skills alongside the key vocational element
  - Annual updating on best practice in teaching and learning and a range of resources to support learners, teachers, parents and employers. Career Colleges will draw on national models of requirements to serve each sector/industry to ensure the effective preparation of young people for work.
  - The technology for tracking students, supporting their learning both inside and outside the college – as well as within the workplace
  - Advice on raising finance to source the essential infrastructure required to maintain the most updated industry standards, needed for the high quality education of learners, setting up a social enterprise and running an appropriate business, if required e.g. a hotel school or restaurant
  - Our audit ensures that the highest quality educational standards are set and maintained for each and every Career College, supported by an annual updating programme
  - We offer best practice through a rigorous R&D programme on a variety of areas including Maths and English, enterprise, entrepreneurship, preparation for work, teaching and learning practice and use of technology – all of which are transferable to the bigger FE College, which is of huge added value
  - We provide extensive online resources including regular update bulletins, together with links to existing sources of information on key issues such as funding, legal requirements, policy updates, career guidance and best practice
  - Career Colleges have access to our expert team, which can provide the best ongoing advice and support in a variety of areas – including operational challenges, delivery/management of learning and support services.

In short, the Career Colleges Trust provide teacher and management training, business management and financial modelling and a range of education resources. This ensures the effective support of learners to be work-ready in a given sector, bringing industry leaders to the table to support this critical work.

## Career Colleges bespoke services

The Career Colleges Trust develops services and support that complement and build on those already in place in FE colleges. The Trust also recognises the potential for FE colleges with particular specialisms or best practice to offer their services (CPD, systems, tools) to other Career Colleges as part of the membership model. The Trust has also taken into account the challenges of setting up new 14 to 16 year old provision, with new regulations applying to FE in this domain.

It is expected that the Trust's model will evolve and adapt, but we are focusing on effectively engaging learners in the following eight areas:

1. Math and English, notably to GCSE standards, as a minimum
2. Enterprise, entrepreneurship and career skills for the work place
3. Employer and community engagement
4. 14 to 16 provision, with a vocational bias
5. Careers education
6. Learning technologies
7. Marketing and communications, for effective stakeholder engagement
8. Study Programmes, to meet required individual learner needs

The Trust also places emphasis on a programme of annual CPD for all staff engaged in the planning and delivery of education in a Career College.

<b>1 MATHS AND ENGLISH</b>	<b>2 ENTERPRISE, ENTREPRENEURSHIP AND EMPLOYABILITY</b>	<b>3 EMPLOYER AND COMMUNITY ENGAGEMENT</b>
<b>Support</b>	<b>CPD for staff</b>	<b>Support</b>
<ul style="list-style-type: none"> <li>• Health Check on capacity to deliver high quality maths and English at Key Stage 4 and within Study Programmes</li> <li>• Curriculum mapping of maths and English to GCSEs</li> <li>• Curriculum mapping of maths and English to Vocational Qualifications</li> <li>• Research and sharing good practice on delivery, embedding into qualifications and into work experience</li> <li>• Support, mentoring and coaching for newly appointed co-ordinators or heads of maths and English.</li> </ul>	<ul style="list-style-type: none"> <li>• Developing entrepreneurial mind-set in teachers and delivery teams</li> <li>• Entrepreneurial Leadership</li> <li>• Developing Enterprise Champions in your organisation</li> <li>• Understanding Entrepreneurial mind-set and enterprise for support staff including Careers Educators</li> <li>• Developing high quality project based learning</li> <li>• Online enterprise practitioners/ champions network</li> <li>• Developing and delivering effective enterprise ventures, companies, social enterprises.</li> </ul>	<ul style="list-style-type: none"> <li>• Developing strong parental partnerships – based on models elsewhere</li> <li>• Creating effective work experience strategies to reflect the flexibility of Study Programmes</li> <li>• Developing effective industrial challenges and projects</li> <li>• Creating flexible delivery models</li> <li>• Developing effective employer forums</li> <li>• Involving employers in monitoring the quality of skills provision</li> <li>• Developing live employer projects</li> <li>• Support to access LEPS and their development and capital funds</li> <li>• Support to access Community and Voluntary Sector organisations to support social enterprise and volunteering.</li> </ul>
<b>Professional Development</b>	<b>Support</b>	
<ul style="list-style-type: none"> <li>• CPD programme to develop and support existing maths and English teachers</li> <li>• CPD programme to support subject/ vocational tutors to embed maths/ English into GCSEs and Vocational qualifications</li> <li>• Delivering cost effective, compliant and high quality maths and English Key Stage 4 to A Level</li> <li>• Creating stretch and challenge in maths Key Stage 4</li> <li>• Developing maths and English for learners with GCSE A to C in maths and English</li> <li>• Industrial placements for maths and English teachers, how are they used in industry?</li> <li>• Online community for maths or English teachers.</li> </ul>	<ul style="list-style-type: none"> <li>• Developing Enterprise and Entrepreneurship Strategies for your College</li> <li>• Developing a Competition Strategy to build entrepreneurial learning and raise attainment</li> <li>• Information and access to skills shows and competitions</li> <li>• Development of inter-Career College Skills Competitions and Enterprise Challenges</li> <li>• Summer Schools develop entrepreneurial skills</li> <li>• Business mentoring scheme.</li> </ul>	<b>Resources</b>
<b>Resources</b>	<b>Resources</b>	<ul style="list-style-type: none"> <li>• Labour Market Intelligence</li> <li>• Research and best practices guides.</li> </ul>
<ul style="list-style-type: none"> <li>• Online resources for maths and English development</li> <li>• Bite size courses to build learner confidence</li> <li>• Fast track delivery options for maths and English.</li> </ul>	<ul style="list-style-type: none"> <li>• Online resources for financial literacy, employability and enterprise</li> <li>• Enterprise and Entrepreneurship master classes for students</li> <li>• Ready- made enterprise Challenges</li> <li>• Online enterprise mentors</li> <li>• Programme of career taster days for students</li> <li>• Guest Speaker Network.</li> </ul>	<b>CPD</b> <ul style="list-style-type: none"> <li>• Industrial placements for vocational and academic staff</li> <li>• Effective management of work experience for 14 to 16 including monitoring impact on learner outcomes</li> <li>• Working with the Community and Voluntary Sector</li> <li>• Developing live employer projects.</li> </ul>

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**14 TO 16  
PROVISION****Support**

- Policy Development – set of templates and requirements provided
- Implementing the National Curriculum
- Research and toolkits on raising pupil attainment across a range of subject areas
- Planning vocational provision for 14 to 16
- Using outdoor activities to raise achievement levels.

**CPD**

- Developing Governors to understand 14 to 16 provision
- Managing behaviour
- Supporting learners to make transition from school to college environment
- Assessment for Learning
- Effectively measuring learner progress.

**Resources**

- Online curriculum materials for GCSE, vocational qualifications, Citizenship, Collective worship and Sex and Relationship Education.

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**MARKETING AND  
COMMUNICATIONS**

- Tried and tested methods for recruiting 14 to 16
- Engaging employers effectively in recruitment and marketing practice
- Community marketing for positioning new provision effectively.

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**CAREERS  
EDUCATION**

- Online Careers Education and Resources
- Access to mentoring schemes to raise aspiration to go to university
- Labour Market Intelligence and skills/qualification planning tools (EMSI).

**CPD**

- Developing IAG and Careers Education in subject and vocational teachers
- Understanding Enterprise and Entrepreneurship for Careers Education
- Career taster tays
- Mock interview
- Job fairs, exhibitions and internships
- Teaching and Learning
- Child Protection, Safeguarding, Equality and Diversity, Data Protection.

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**LEARNING  
TECHNOLOGIES****Support**

- Initial assessment and appraisal of systems and processes
- Developing a digital technology strategy (in relation to teaching, learning and assessment)
- Support to access grant funding and ICT procurement
- Technical support for ICT systems
- Advice on learning platforms and devices.

**CPD**

- Developing senior managers to embrace technology
- Develop digital confidence and capability in staff
- Bespoke training on learning platforms, devices and applications
- Transforming curriculum delivery through technology
- Support on e-learning, design, development and delivery.

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**STUDY  
PROGRAMMES****Support and development around**

- Curriculum Planning and Development – a truly individual study programme
- Developing flexible Staffing Models
- Developing independent learners
- Student Learning Plans
- Personal Tutor and Peer Support
- Learn to Learn
- Student Voice
- Assessment for Learning
- Personalised Support
- Planning effective work experience programmes
- Developing effective enrichment programmes.



**Career  
Colleges**

14-19 Preparing young people for work

**Career Colleges Trust** 4 Millbank Westminster London SW1P 3JA

**Registered Office** Building 1000 Kings Reach Yew Street Stockport SK4 2HD

**Telephone** 0161 475 0224 **Email** enquiries@careercolleges.org.uk

**Website** www.careercolleges.org.uk