

SCHOOLS/COLLEGES PARTNERSHIP GUIDE

Preparing students to lay strong career foundations.

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WHAT IS CAREERGUIDE?

CareerGuide is a structured in-school programme designed to equip students with the skills, knowledge, and confidence they need to succeed in the world of work, empowering them to explore career pathways, engage with employers, and make informed decisions about their future.

Preparing students for the world of work is essential in ensuring they have the confidence, skills, and knowledge to succeed beyond education. CareerGuide provides schools and colleges with a structured, employer-informed programme that helps students develop practical workplace skills, understand career pathways, and engage meaningfully with employers.

CareerGuide resources and sessions are designed with a variety of school stakeholders in mind. Senior leaders may be interested in how the programme supports Gatsby Benchmarks and strengthens careers provision, while teachers and careers leads will focus on the tangible benefits for students, such as improved confidence, employability skills, and exposure to real-world work environments.

This guide provides an overview of CareerGuide, including its purpose, delivery model, programme options, and the benefits to students and schools. By clearly outlining how CareerGuide works, we aim to support schools in embedding employability learning effectively, connecting classroom experiences to practical career outcomes, and giving every student the tools they need to take their next steps with confidence.

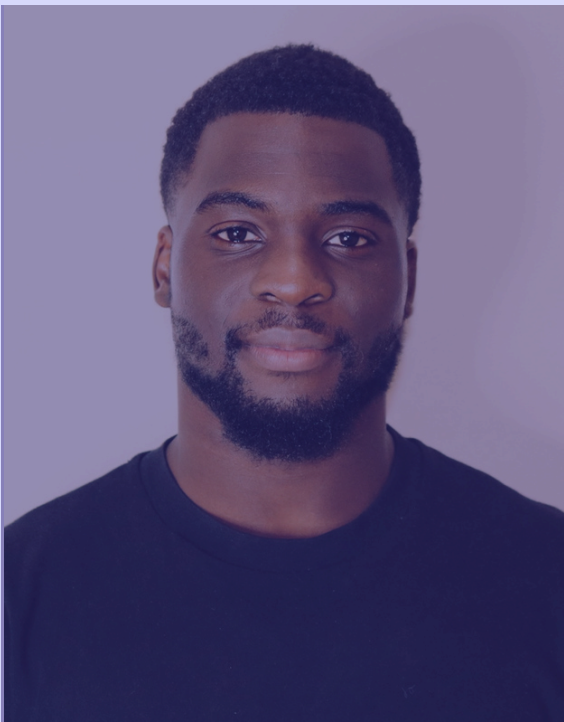
MESSAGE FROM OUR CEO

Our mission is simple: to ensure every young person, regardless of background, has the confidence, skills, and knowledge to navigate the world of work successfully.

Through structured, employer-informed sessions and meaningful work experiences, we bridge the gap between the classroom and real-world careers. Our vision is to empower a generation of students who are work-ready and confident in making informed decisions about their futures.

We partner with schools, colleges, and employers to embed employability learning in a practical, impactful way. Every session and placement is designed to build confidence, lay strong foundations, and open doors to opportunity.

Guided by the principle that education and career preparation are inseparable, we support schools in delivering high-quality programmes that help young people thrive today and in the years ahead.



Every session and placement is designed lay strong foundations for their futures.

WHY WE EXIST

Every year, thousands of young people leave education unsure how to transition into work, apprenticeships, or training. Employers, meanwhile, continue to highlight a lack of “work-ready” skills — communication, confidence, and reliability.

01

BRIDGE THE GAP BETWEEN EDUCATION AND WORK

Many students leave school unsure how to navigate the world of work. CareerGuide provides practical, employer-informed sessions that connect classroom learning to real-world careers, ensuring students are prepared and confident to take their next steps.

02

EQUIP STUDENTS WITH ESSENTIAL SKILLS

Beyond academic knowledge, students need confidence, communication, teamwork, and workplace skills. CareerGuide focuses on developing these core employability skills so young people are ready to succeed in apprenticeships, training, or employment.

03

EMPOWER INFORMED CAREER DECISIONS

Students often struggle to understand their options and pathways. CareerGuide helps them explore career opportunities, make informed choices, and take proactive steps toward their futures — creating empowered, motivated, and work-ready individuals.

HOW IT WORKS

Every step is practical, structured, and tailored to your school's needs.

1. CONSULTATION

We start by meeting with your school or college to understand:

- Your current careers provision and priorities
- Year groups or cohorts to target
- Timings, curriculum alignment, and desired outcomes

This ensures the programme is customised for your students and fits seamlessly into your timetable.

3. WORK EXPERIENCE INTEGRATION

Students may access structured work experience placements through our employer network:

- One-day taster visits
- Short-term shadowing
- Longer placements where available

Every placement is prepared, safe, and linked to learning outcomes from CareerGuide sessions.

(Subject to availability)

2. DELIVERY

We deliver interactive sessions onsite (after school). Depending on your chosen programme, this can include:

- Workshops, activities, and group challenges
- CareerLab topics
- Teamwork, communication, and problem-solving exercises

Sessions are engaging, practical, and aligned with real-world employer expectations.

4. FEEDBACK & REPORTING

After delivery, we provide schools with:

- Summary of student engagement and participation
- Key takeaways and outcomes
- Gatsby Benchmarks evidence to support your careers provision

We handle planning, delivery, and evaluation while you focus on seeing results.

PROGRAMME FORMAT

Each programme is practical, employer-informed, and designed to build confidence and employability skills.

PROGRAMME	IDEAL FOR	DESCRIPTION
CareerLab	Years 12–13	Weekly after school sessions for deeper development
CareerXP Prep	Years 9–11	Ideal for preparing students who are about to enter work experience. Flexible delivery.

WHY CHOOSE A PROGRAMME?

- **Tailored to Your Students:** Each option is designed to suit age, ability, and readiness.
- **Flexible Delivery:** Full-day, half-day, or weekly sessions depending on school timetable and focus.
- **Practical and Employer-Informed:** Activities mirror real workplace scenarios to build tangible skills.
- **Seamless Integration:** Supports Gatsby Benchmarks and strengthens your careers provision.

Schools can combine programmes or start with a taster session to identify the best fit for their students.

PROGRAMME TOPICS

CareerLab is built around 10 essential modules that give Sixth Form students the practical foundation they need to enter work, apprenticeships, placements or further study with confidence.

The modules are grouped into five logical phases, taking students on a journey from self-awareness, to understanding the world of work, to becoming opportunity-ready, and finally developing long-term workplace adaptability.

PHASE	TOPICS
PHASE 1 — FOUNDATIONS & SELF-UNDERSTANDING	1. Mindset, Motivation & Goal Setting 2. Hobbies, Skills, Unpaid Experience & Personal Projects
PHASE 2 — UNDERSTAND THE WORLD OF WORK	3. Industries & Labour Markets 4. Money & Financial Confidence
PHASE 3 — BUILD A CAREER IDENTITY	5. Personal Branding 6. Networking
PHASE 4 — BECOME OPPORTUNITY READY	7. CVs, Cover Letters & Applications 8. Interviews
PHASE 5 — LONG-TERM ADAPTABILITY	9. Understanding the Workplace 10. Future of Work — Staying Adaptable

WORK EXPERIENCE OPPORTUNITIES

(subject to availability)

CareerGuide not only equips students with employability skills in the classroom but also connects them to real-world work experience and mentorship. These experiences allow students to apply what they've learned, gain insight into professional environments, and build confidence for their next steps.

WHAT'S ON OFFER

- **One-Day Insight Visits:** Short placements providing an introduction to different roles and industries.
- **Short-Term Shadowing:** Students follow an employee for a day or part of a week to see day-to-day operations.
- **Extended Placements:** Where available, students can participate in week-long structured experiences aligned with their learning.
- **Mentorship:** Each student is paired with a mentor from the employer network, receiving guidance, advice, and support throughout their placement.

HOW CAREERGUIDE SUPPORTS PLACEMENTS

- **Preparation:** Students receive guidance before their placement on workplace expectations and etiquette.
- **Safe & Structured:** All placements meet safeguarding standards and include employer verification.
- **Learning-Focused:** Every placement links to CareerGuide session outcomes, ensuring tangible skill development.
- **Mentor Support & Feedback:** Mentors provide guidance and reflection opportunities, helping students understand their strengths, areas to improve, and potential career paths.

Work experience and mentorship are crucial steps in bridging the gap between school and the world of work — giving students real insight, confidence, and direction.

BENEFITS FOR SCHOOLS AND STUDENTS

Our approach supports both strategic school goals and individual student growth.

FOR SCHOOLS & COLLEGES

- **Supports Gatsby Benchmarks:** Particularly Benchmarks 5 (Encounters with Employers) and 6 (Experiences of Workplaces).
- **Enhances Ofsted Evidence:** Demonstrates clear, measurable impact in preparing students for life beyond education.
- **Fully Managed Delivery:** We handle planning, facilitation, and reporting to save staff time and reducing workload.
- **Builds Employer Links:** Strengthens connections with local and national organisations, enriching your careers ecosystem.
- **Flexible Integration:** Fits into existing timetables, PSHE days, or enrichment programmes with minimal disruption.

CareerGuide complements your existing careers offer, helping you meet statutory guidance with meaningful, high-quality experiences.

FOR STUDENTS

- **Develops Core Skills:** Communication, teamwork, problem-solving, and self-management.
- **Builds Confidence:** Students learn to engage with professionals, present themselves positively, and set personal goals.
- **Increases Awareness:** Exposure to different industries and roles helps students make informed career decisions.
- **Provides Real-World Insight:** Practical sessions and placements show what success looks like in the workplace.
- **Connects to Mentors:** Students gain encouragement, advice, and accountability from working professionals.

Every student leaves with stronger self-belief, clearer direction, and a better understanding of their place in the world of work.

THE BUSINESS CASE: WHY CAREERGUIDE MATTERS

Preparing young people for the world of work isn't just about teaching skills — it's about creating opportunity. Schools and colleges play a crucial role in helping students make sense of their future, but they can't do it alone.

STRATEGIC INVESTMENT IN STUDENT FUTURES

CareerGuide provides a clear, practical framework for schools to strengthen their careers provision and deliver measurable impact. By embedding employability learning within the curriculum, schools can:

- Meet Gatsby Benchmarks and statutory guidance through employer encounters and workplace experiences.
- Enhance Ofsted evidence with tangible examples of career readiness and personal development.
- Increase student engagement and motivation, especially among those at risk of becoming NEET.
- Strengthen links with local and national employers, building ongoing partnerships that create future opportunities.

When students understand the connection between what they learn and the world of work, their motivation and confidence grow — and so do their outcomes.

CREATING VALUE BEYOND THE CLASSROOM

CareerGuide isn't just a careers intervention — it's a catalyst for wider impact.

- **For Students:** It builds essential employability skills, self-awareness, and confidence through direct contact with mentors and employers.
- **For Schools:** It offers a fully managed, flexible solution that complements existing provision and saves staff time.
- **For Employers:** It provides access to a diverse, well-prepared talent pipeline and opportunities to inspire the next generation.

By connecting these three groups, CareerGuide creates a shared ecosystem where learning feels relevant, work becomes accessible, and every young person can see a place for themselves in the future world of work. CareerGuide turns ambition into action — building bridges between schools, students, and employers to create lasting opportunity.

GETTING STARTED WITH CAREERGUIDE

Partnering with CareerGuide is simple. We understand that every school or college is different — with unique priorities, timetables, and students. That's why we've made our process flexible, supportive, and easy to integrate into your existing careers strategy.

HOW TO GET STARTED

Book an Introductory Call

We'll discuss your current careers provision, student needs, and goals. Together, we'll identify where CareerGuide can add the most value.

Choose Your Programme

Select from our flexible options; CareerGuide Core, Express, or CareerLab based on your year groups, schedule, and learning outcomes.

Plan and Deliver

We handle the delivery, coordination, and follow-up ensuring sessions and placements run smoothly with minimal disruption to teaching time.

Measure the Impact

Receive a post-programme summary highlighting student engagement, outcomes, and alignment with Gatsby Benchmarks and Ofsted priorities.

We make it easy for schools to deliver meaningful employability learning that truly prepares students for the world of work.

GET IN TOUCH

Interested in bringing CareerGuide to your school or college?

We'd love to talk about how we can tailor our programmes to fit your needs.

Email: contact@careerguidementoring.co.uk

Website: www.careerguidementoring.co.uk