**Pewsey Vale School Three-Year Destination Data Collection Plan**

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| **Current Cohort** | **September** | **October** | **November** | **December** | **January** | **February** | **March** | **April** | **May** | **June** | **July** |
| **Year 11 Students** | Start assemblies with year 11 from all local colleges/ apprenticeships.  1:1 guidance sessions start. | Support given to students on how to fill in application forms. | Collect intended destinations (college, university, apprenticeship, employment) from Year 11.  Support given to students to prepare for interviews | Review 1:1 guidance and make a priority list by identifying any RoNEET pupils. | Interventions for students who do not know what their intentions are. | Collect information about student progress with applications/ offers | Review RoNEET pupils’ progress with securing a placement for post-16.  Careers fair gives pupils a further opportunity to speak to post-16 providers | Contact post-16 providers to establish a data sharing contract. | Write to parents informing them about student agreement to have their destination tracked. Outlines ways in which you will keep in touch and support available to students once they leave. | For current Year 10- use Career Pilot to search for a job, mock application and interview process. | Draft 1:1 guidance sessions list for current Year 10. |

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| Year 1-3  Post leaving | **August** | **September** | **October** | **November** | **December** | **January** | **February** | **March** | **April** | **May** | **June** | **July** |
| Students sign data collection consent form.  Invite students to join alumni.  Gather destination data at results day. | Update records.  Signpost students not engaged to relevant Education, Employment & Training opportunities. | Office to contact post-16 providers to confirm destinations data for Year 1 and 2 post leaving. | Gather data at presentation evening.  Send a survey via text, email and social media to alumni networks to gather updated information. | Send alumni network copy of most recent newsletter. Advertise ways they can engage in work of careers programme.  Contact students who haven’t yet provided up to date destinations data. | Signpost students not engaged to relevant Education, Employment & Training opportunities. |  | Send alumni network copy of most recent newsletter. Advertise ways they can engage in work of careers programme. |  | Send a survey via text, email and social media to alumni networks to gather updated information. | Signpost students not engaged to relevant Education, Employment & Training opportunities. |  |

**Data consent form**

In order to check how you are getting on, we need your agreement to share information that identifies you and what you have gone on to do. We already do this as a requirement of the Education and Skills Act 2008, until you are aged 16. We need to check you are happy for us to continue for 3 years after you leave Pewsey Vale School.

In the first instance we will contact your post-16 education or training provider, or your employer. You may be contacted if we are unsure how you are doing in your education or employment and we cannot find information about where you are by making contact with your post-16 provider or employer. Each contact will take no more than 5 minutes.

Data collected by us and the local authority will be stored by Pewsey Vale School so that we can evaluate the careers support we provide. The data we collect will be: Course/job title; institution/employer name; level of study; start date; duration of course/apprenticeship/placement.

Your data will be kept in strictest confidence. It will only be published in an anonymised format so your personal details will remain private.

Name:

Date of Birth:

Address:

Personal Email:

Telephone number:

Destination information

What are you intending to do after leaving school / college? (circle as appropriate)

• Work

• Apprenticeship

• Further study

• Voluntary work

• Taking time out

Course(s)/job title:

Level of study/apprenticeship (if appropriate):

College/6th Form/University/employer name:

Start date:

Expected duration:

I consent to the data above being shared between the school/college and local authority in order to review my progress and improve careers guidance and support, and to being contacted by my school/college for the reasons set out above.

Name:

Signature: Date: