Bosco	
Policy	Careers Advice and Guidance
Applies to:	College
Reviewed:	August 2026
Next review:	September 2027

Our aim at Bosco is to support young people in their journey through education in a nurturing and challenging way. We want them to feel welcome at Bosco but ready to leave when its time!

The Bosco Careers Programme is a person-centered approach to helping our students identify their strengths, talent, and aspirations for the future. Together with the students we create a plan to map their academic and vocational path towards a career that interests them and enriches their lives for years to come. There are four key elements:

- Personal Development
- Personal Guidance
- Work Experience
- Work based contexts in the curriculum.

Bosco's approach is accredited through the Matrix Award that is reviewed annually.

Personal Development

Every student at Bosco is enrolled onto our Personal Development (PD) course – this course is designed to help them develop the ability to analyze world events and to understand issues from different viewpoints. Employability and work is a key theme of this course and includes CV writing, applying for jobs and interview skills. From September 2023 our personal development programme includes a focus on the Universal Skills Framework, that helps our students to acquire the generic skills that are so important to employers. PD also includes a series of visits, guest speakers and enrichment activities.

Personal Guidance

All students are offered personal guidance throughout their course, starting with an initial assessment of their needs which is reviewed regularly and culminates in a mutually agreed moving on plan. They are expected to complete two separate work placements and take part in our extended curriculum that includes many different workplace experiences.

During enrolment we will talk to our students about what they are studying and why. We will talk about what they are hoping to achieve during their time at Bosco and what challenges they have faced in their previous education setting. Coupled with initial diagnostics testing this will form the basis of their personalized programme.

All students are allocated a personal tutor who will act as their first point of contact and will check in with them at least once a week.

Our specialist careers advisor will meet with all students at least once during the year to review their plans and aspirations. Those who need more intensive support will be allocated additional sessions.

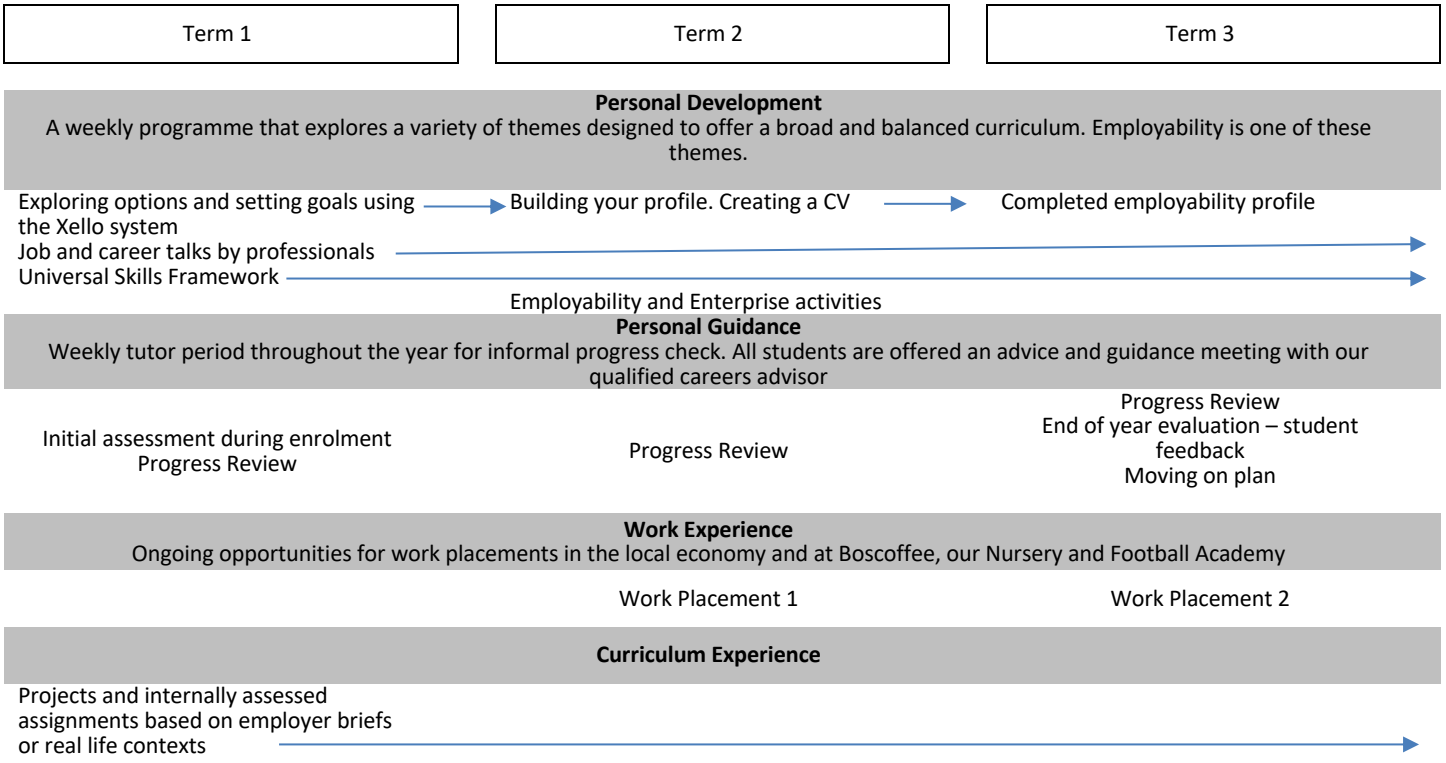
Work Experience

All students sign a contract when they are first enrolled, this contract states that as part of their course they must complete a specified number of work experience hours. We work with Southwark Council to find tailored and specific opportunities for our students, as well as being able to offer our students work experience at on our site nursery, in our café or in our football Academy.

We run a Supported Internship program for learners with additional needs to gain real industry

exposure with high end hotels, university libraries and our own community enterprise – Boscoffee.

The Curriculum

Our curriculum is reviewed annually to ensure that we are offering courses that address identified skills shortages both locally and nationally. Most of their vocational projects and assignment briefs are set by employers and local businesses or are placed in real world contexts.

Information Advice and Guidance at Bosco