



# The Trafalgar School

AT DOWNTON



## Destinations Data Strategy

2024/25

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## OVERVIEW

Gatsby Benchmark 3 states that ***'Schools should collect and maintain accurate data for each pupil on their education, training or employment destinations for at least three years after they leave school.'*** The Careers & Enterprise Company (CEC) goes on to say that ***'...this data should be used to review a school or college's careers provision and inform development and continuous improvement...'***

At The Trafalgar School at Downton we believe that the accurate collection of destinations data from our current and past students will enable us to better support our students on their chosen post-16 pathway and allow continuous targeted improvement of our Careers Strategy and Programme. We are committed to maintaining accurate records of destinations data for our pupils for 3 years after they finish Year 11.

School Year	Destination Year	Age Groups
Year 11 (Sep-Aug)	Year 0	15-year-olds (intended destinations)
Year 12 (Sep-Aug)	Year 1	16-year-olds (actual destinations)
Year 13 (Sep-Aug)	Year 2	17-year-olds (actual destinations)
Year 14 (Sep-Aug)	Year 3	18-year-olds (actual destinations)

**Intended Destinations** are those destinations that students, whilst at school, **intend** to go on to.

**Actual Destinations** are those destinations that students, once they have left our school, have **actually** gone to.

Support for decision-making, applications and preparation for Further Education and Training will be given to all students by the Careers Lead, Careers Coordinator, Independent Careers Advisor, Tutors, Heads of House and all associated staff to ensure that all students secure a positive intended destination.

## HOW WE WILL COLLECT DESTINATIONS DATA

### Collecting Intended Destinations

Intended Destinations Data will be collected at 2 separate points during Year 11; January and April. This data will be collected by the Careers Coordinator during tutor time on a 1:1 basis with each student.

Prior to the data collection, students will be asked to read and sign a 'Data Consent Form' (see Appendix 1). By giving their consent, students are confirming that they are happy for us to contact them to collect their destinations data for the 3 years post-Trafalgar (see Collecting Actual Destinations). This data will also be shared with the Local Authority and post-16 education and training providers as necessary (in compliance with GDPR). We will also seek their consent to be contacted for future Alumni engagement and events.

Data collected will include:

- Student Name
- Tutor Group
- Date of birth
- Student's personal email address
- Student's personal mobile number
- Intended Destination (FE College/Apprenticeship/Sports Scholarship, etc.)
- Status of their application (Applied/Place Offered, etc.)
- Type of Course (A Level/Vocational/Apprenticeship, etc.)
- Level of Course (Level 1/2/3)
- Subjects to be studied (English/Sport/ICT/etc.)
- Industry of interest
- Job role of interest
- Alumni Contact Request

We will also hold Legal Sex and Pupil Premium Status data to allow us to filter the data appropriately and tailor any changes to the careers programme in accordance with trends found in these categories.

At each stage of Intended Destinations Data collection, 'at risk' students will be identified. 'At risk' criteria includes students without an intended destination (unsure/no application yet submitted) and/or students who are at risk of becoming NEET (Not in Education, Employment or Training). These students will be highlighted as 'at risk' to SLT and their tutors, and they will also be referred for a 1:1 Careers Guidance appointment with our Independent Careers Advisor.

Students who fall into the 'at risk' category and are school non-attenders will be contacted by the Careers Lead or Careers Coordinator to set up a bespoke support plan, which can include a home visit by our Independent Careers Advisor.

Collected data will be uploaded to our Careers IT programme, Compass+.

## Collecting Actual Destinations

Actual Destinations Data will be collected at 2 separate points during Year 1, 2 and 3 after a student has left us in Year 11 (see table in 'Overview'). Actual Destinations Data will be collected during January and June each year for 3 years after the student has left us in Year 11. By collecting Actual Destination Data at these 2 points in the year, we can confirm a sustained education (and employment) period of 6 months.

Actual Destinations Data will be collected by the Careers Coordinator in the following ways (any combination of the below may occur):

- Message alumni on a biannual basis over the 3 years via their personal email address provided on the Data Consent Form using a Google form.
- Telephone those who do not respond to the above survey on a biannual basis over the 3 years using the personal mobile number provided on the Data Consent Form.
- Through a data sharing agreement with the local Further Education providers.
- Through a data sharing agreement with the Local Authority.
- Through contact with their parents.

Data collected will include:

- Student name
- Date of birth
- Year left school
- Personal email address
- Personal mobile number
- Actual Destination (All that apply: FE College/HE Provider/Employer, etc.)
- Type of Course (A Level/Vocational/Apprenticeship, etc.)
- Level of Course (Level 1/2/3)
- Subjects to be studied (English/Sport/ICT/etc.)
- Industry of interest
- Job role of interest
- Alumni Contact Request

We will also hold Legal Sex and Pupil Premium Status data to allow us to filter the data appropriately and tailor any changes to the careers programme in accordance with trends found in these categories.

Collected data will be uploaded to our Careers IT programme, Compass+.

At the end of the destinations data collection cycle in Year 3, no further contact will be made.

**(See Appendix 2 – 'Destinations Data Collection Timeline' for a summary of the destinations data collection process.)**

## **DATA RECORDING**

All intended and actual destination data that has been collected is recorded and stored in the following ways:

- Spreadsheet (standalone)
- Spreadsheet (shared/cloud based)
- IT System – Compass +
- Word documents
- Paper copies (Data Consent Forms)

## DATA USAGE

Destinations Data is used to:

- Identify students who are unsure of their destinations so that further support can be provided.
- Analyse the range of intended destinations and the number of students choosing each destination.
- Analyse the range of actual destinations and the number of students choosing each destination.
- Compare the data to local, regional and national trends.
- Identify trends/anomalies in intended and actual destinations.
- Inform adjustments to our Careers Strategy and Programme, as appropriate, guided by the above analyses.

Destinations Data will be anonymised, summarised and posted on the 'Careers Education & Post-16' section of The Trafalgar School at Downton's website. Data will also be presented to SLT and Governors at relevant times, and will be used to evaluate and develop the school's Careers Strategy and Programme.

Trends in Destination Data will be examined closely by the Careers Lead and Careers Coordinator and will be used to inform the Careers provision. This includes close examination of:

- Proportions of students in different providers of post-16 education and training, e.g. sixth form, colleges, apprenticeships, etc.
- Proportion of students who progress to Level 3 study, including A Levels and Advanced Vocational courses.
- Proportion of students who progress to Apprenticeships.
- This data will be analysed in groups; whole cohort, pupil premium, girls and boys.

## **DATA SHARING**

Local Authorities have to record student destinations and track and support all 16- and 17-year-olds in their area. This statutory duty extends to young people with special educational needs and disabilities up to the age of 25. As such, we have a statutory duty to provide this data to our Local Authority to support these duties.

Our intended destinations data for Year 0 is submitted to the Local Authority annually in June.



## **SUPPORT FOR FORMER STUDENTS**

Former students will be able to access careers information, advice and guidance, with priority given to those who do not have a positive post-16 destination. This support will be available via the Careers Lead, Careers Coordinator and Independent Careers Advisor.

**A student requesting help and support will never be turned away, no matter how long ago they left our school.**

The Trafalgar School at Downton website also contains links to external agencies that can provide support in the 'Useful Links' section of the 'Careers Education & Post-16' web page.

# APPENDIX 1 – DATA CONSENT FORM



## DESTINATIONS DATA CONSENT FORM

In order to check how you are getting on after you leave Trafalgar, 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 that you are happy for us to continue for 3 years after your leavers date.

Data collected by your school and the Local Authority, will be stored by your school so that they can evaluate the careers support that they provide and make improvements. See our 'Destination Data Strategy' for more information.

The data we collect will be: Student name; Date of birth; Tutor Group; Year left school; Personal email address; Personal mobile number; Intended/Actual Destination; Status of application; Type of course; Level of course; Subjects to be studied; Industry of interest; Job role of interest; Alumni contact.

Your Data will be kept in strictest confidence in accordance with GDPR regulations. It will only be published in an anonymized format so your personal details will remain private.

STUDENT NAME	
TUTOR GROUP	
DATE OF BIRTH	
PERSONAL EMAIL ADDRESS	
PERSONAL MOBILE NUMBER	
INTENDED DESTINATION	
STATUS OF APPLICATION	
TYPE OF COURSE	
LEVEL OF COURSE	
SUBJECT/S	
INDUSTRY OF INTEREST	
JOB ROLE OF INTEREST	
CONTACT FOR ALUMNI?	YES NO

I consent to the data above being shared between the school and the Local Authority in order to review my progress and improve careers guidance and support, and to being contacted by the school for 3 years after my leavers date for the reasons set out above.

### YES / NO

SIGNATURE	
DATE	

## APPENDIX 2 - DESTINATIONS DATA COLLECTION TIMELINE

STATUS	YEAR	TERM	ACTION
The Trafalgar School at Downton	Year 11 (Year 0)	Term 1 - 4	1:1 Careers Advice with Independent Careers Advisor
		Term 3	Intended Destinations Data 1 + Data Consent Form – Targeted support
		Term 5	Intended Destinations Data 2 – Targeted support
The Trafalgar School at Downton <b>Leaver</b>	Year 1	January	Actual destinations data collection
		June	Sustained actual destinations data collection
	Year 2	January	Actual destinations data collection
		June	Sustained actual destinations data collection
	Year 3	January	Actual destinations data collection
		June	Sustained actual destinations data collection