**THE CAREERS TEAM AT ST THOMAS MORE CATHOLIC HIGH SCHOOL:**

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| **Role** | **Member of Staff** |
| **Headteacher**  Line manager of the Careers Leader. | Mr D Watson |
| **Careers Leader**  Is responsible and accountable for the delivery of the school’s programme of career advice and guidance. | **Mrs A Merchant**  Email: [abmerchant@stmacademy.org.uk](mailto:abmerchant@stmacademy.org.uk)  Tel: 0191 258 8340 |
| **Link Governor**  Supports the work of the Careers Leader and acts as a ‘critical friend’. | Miss C Edwards |
| **Enterprise Advisors**  Volunteer from business who works with the Careers Leader to drive improvements in the schools careers provision. | Ravneet Kaur (Catapult, Blyth) |
| **Enterprise Co-ordinator**  Provides the school with a local source of expertise and support for the careers provision. | Mark Fox (NELEP) |
| **Connexions Advisors**  Provide information, advice and guidance to students one-to-one and in groups. | Lee Pattison & Angela Towes |
| **STEM Director**  Responsible for enrichment activities which focus on Science, Technology, Engineering and Maths. These can be in or out of school. | Dr J Powell |
| **Head of PHSCE**  Responsible for aspects of careers education delivered through the weekly PHSCE lesson for all students. | Mr P Flynn |
| **Sixth Form Team**  Responsible for Information, advice and guidance delivered to students in Years 12 & 13. | Mrs D Hallam (Head of Sixth Form), Mrs G Borwick & Mr A Burnett (Heads of Year), Mr R Clifford (Employability Lead & Assistant HOY), Mr P Towns (Assistant HOY) |
| **Work experience Co-ordinator**  Responsible for the co-ordination of Year 10 Work Experience week | Ms F Robertson |
| **Heads of Department**  Responsible for embedding careers education within their subject areas. | Ms C Wilson (English), Mrs K Douglas (Maths), F Anderson/ J McMillan (Joint Acting RE), Mr C James (Science), Mr K Mason (Art), Mrs A Merchant (Business & Computing), Mr P Dickinson (DT), Mrs F Mackey (Food & Textiles), Mr L Murray (Geography), Miss C Currie (Health & Social Care), Mrs A McCabe (History), Mrs L Fisher (MFL), Mrs A Gleeson & Ms A Hodgson (Music), Miss J Flynn (PE) |
| **SENCO**  Works with the Careers Leader and Heads of Department to ensure students with SEND receive appropriate information, advice and guidance. | Mrs L Warland |
| In addition to this, all form tutors are responsible for delivering CEIAG through the PSE programme, and through their general duties as a form tutor. | |