



Careers Policy

Policy No: 09/2022
Policy Leader: Assistant Principal
responsible for CEIAG

Date of Review: September 2023

Introduction

Young people's careers are forged out of their experience, progress and achievements in learning and work. All young people will benefit from a planned programme of activities to help them make curriculum choices that are right for them and to develop the personal resources and readiness that will enable them to manage their careers throughout their lives. Schools have a statutory duty to secure independent and impartial careers guidance for pupils in Years 8-13 (Statutory Guidance, DfE, January 2018, Education Act, DfE, 2011). Our policy is also framed to help us support our SEND students and the Raised Participation Age ensuring all students have an acceptable destination.

Aims of this policy

The College is committed to providing careers education, information, advice and guidance (CEIAG), we believe that CEIAG should:

- ☐ Inspire young people about their future prospects
- ☐ Help them to make progress and achieve
- ☐ Meet their career development needs
- ☐ Enable them to make realistic and well informed career decisions and transitions.

Commitment

The College is committed to providing a planned programme of careers education and information, advice and guidance (CEIAG) for all students in Years 7-11 in partnership with external agencies such as The National Careers Service and careers support offered by the local authority. (Details are published on the College's website). In addition, the College contracts independent and impartial guidance services provided by accredited Hampshire Futures staff.

The College is also committed to achieving a range of outcomes for young people as well as practical outcomes such as positive destinations, successful transitions and on-going development of employability skills. Please refer to the Career Development Institute's Framework for Careers, Employability and Enterprise Education (January 2016).

http://www.thecdi.net/write/BP385-CDI_Framework-web.pdf

We also pay regard to relevant guidance on improving outcomes for young people that appears from DfE, Ofsted, the Careers and Enterprise Company other agencies as appropriate.

The College is committed to gaining the Careers Quality Award for CEIAG, supported by Hampshire Futures, in the academic year 2022/23 and also achieving all the Gatsby Benchmarks as identified in the 2018 Statutory Guidance.

Development

This policy was developed by the Careers Leader after consultation and was discussed by the Governing Board before being formally adopted.

Objectives

Students' needs and entitlement

- ☐ To ensure the career development, wellbeing and progression of all students
- ☐ To provide CEIAG that is relevant, timely and sufficient to meet students' needs and integrated into their overall curriculum
- ☐ To uphold the standards and code of practice of the Careers Profession Alliance's standards and codes of practice
- ☐ To provide CEIAG in partnership with students themselves, their parents / carers and our chosen professional and community partners

Implementation

Leadership and management

To ensure coherence and the quality delivery of CEIAG, leadership and management are secured through the careers lead team. Membership includes a named Senior Manager with responsibility for CEIAG. This area is also supported by a lead governor.

Staffing

All staff are expected to contribute to CEIAG delivery through their roles as tutors, subject teachers and support staff. Specialist careers education sessions are delivered by a group of teachers through the SMSC programme.

The CEIAG programme is planned, monitored and evaluated by the Careers Leader in consultation with the senior manager responsible for CEIAG and tutors delivering the programme. On line support is available via the College's website. Printed careers information is maintained by Learning Resource Centre.

Curriculum

The careers programme for each year group is constructed around taught careers education, assemblies, events (such as Apprenticeships Week and Parent Information Evening), work-related learning, online and printed information, personal tutoring, group work and individual interviews.

Students are actively involved in the planning, delivery and evaluation of activities; feedback is collated and fed in to the CEIAG Improvement Plan and the overall College Improvement Plan.

Partnerships

The College works with a range of partners to deliver the CEIAG programme. These include:

Hampshire Futures

The Education Business Partnership (EBP)

Higher education establishments

Sixth Form and other colleges

Training providers

Employers

Southern University Network (SUN)

Resources

Funding is allocated as appropriate in the annual budget planning. This is planned around the level of funding related to whole College priorities and particular needs in the CEIAG area. The Careers Leader is responsible for the effective deployment and monitoring of resources.

Staff development

The CPD at the College endeavours to meet training needs within an agreed period of time.

Monitoring, review and evaluation

CEIAG is reviewed regularly by the Careers Leader, lead governor for careers and annually by the senior leadership team.

Aspects of the programme are regularly evaluated by students.

The Careers Quality Standards for CEIAG and the Gatsby Benchmarks review will be used to identify desirable improvements.

Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8-11 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

The college is committed to providing:

- Two encounters with approved providers of technical education qualifications and apprenticeships for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters with approved providers of technical education qualifications and apprenticeships for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.