

Careers Education and Guidance Policy

Revised May 2019

To be review April 2020

Careers Lead: Mr C Wallis

Careers Manager: Mrs J Long

Rationale

Careers Education, Information Advice and Guidance is a major contribution to preparing our young people for the opportunities, responsibilities and experiences of life. Our CEIAG programme supports and helps them make a successful transition to adulthood:

- Preparing students for the opportunities, responsibilities and experiences of life
- Supporting young people to achieve their full potential
- Empowering young people to plan and manage their own futures
- Providing comprehensive information on all options
- Raising aspirations
- Promoting equality, diversity, social mobility and challenging stereotypes
- Enabling young people to sustain employability and achieve personal and economic wellbeing throughout their lives

Purpose

Ashton Community Science College is committed to career learning and development and fulfils its statutory obligations. Careers' learning supports the school's overall vision and is linked to the School Improvement Plan. This policy is linked to other school policies including Equality and Health & Safety.

Commitment

The school is committed to providing all its students with a planned programme of careers education activities throughout their school career, with opportunities at key transition points to access impartial information and expert advice and guidance.

It is also committed to maximise the benefits for students by using a whole school approach involving parents, carers, external IAG providers, employers and other local agencies.

Management

This area is supported by a link governor. The Careers Leader, a senior leader, has strategic responsibility for CEIAG and supports the Careers Manager who works full time on providing a broad and well informed portfolio of interventions. The Careers Manager oversees the delivery of Careers Information through PSHE lessons, by members of staff who have access to relevant training. The Careers Leader and Careers Manager meet weekly and review and evaluate the provision with all stakeholders including young people and any external IAG service, taking into account the school's destination measures.

Curriculum Provision

There is a planned CEIAG programme across the school 11-16, in which incorporates the national framework for implementing an 11-16 entitlement to IAG in England and to meet the **8 Gatsby Benchmarks:**

- 1 A stable careers programme*
- 2 Learning from careers and labour market information*
- 3 Addressing the needs of each pupil: Targeted support for vulnerable and disadvantaged young people, information sharing, careers guidance for students with special educational needs or disabilities. (The school works closely with NCOP to provide these students with additional opportunities and funding)*
- 4 Linking curriculum learning to careers*
- 5 Encounters with Employers and Employees*
- 6 Experiences of Workplaces*
- 7 Encounters with FE and HE: New legal duty – access to providers of technical education and apprenticeships*
- 8 Personal Guidance*

Personal Provision

Elements of the above will require access to individual information advice and guidance through:

- Internal staff, external careers adviser, employers, employees and visitors. The school prides itself with a huge network that supports KS3 and KS4 students who are seeking employment/apprenticeships.
- External sources using email, telephone, careers software linked to the school intranet, websites such as: The National Apprenticeship site, the National Careers Service.



Resources

The school will provide resources for the successful implementation of this policy through securing:

- An annual budget to cover internal needs, CPD opportunities and commissioning of external sources
- Adequate staffing with appropriate training
- Student and staff access to information (electronic and hardcopy)
- Designated space for individual and group/class sessions
- Careers software available through the student intranet

Partnerships

The policy recognises the range of partners that support the CEIAG/WRL within our school. These include:

- Careers and Enterprise Company
- Formal arrangements with Lancashire Education Partnership
- Parents and carers
- Liaison with Higher education institutions
- Employers and training providers
- Others specific to our school: UCLan, Lancaster University
- Apprenticeship providers

This secures additional access to face to face external specialist careers guidance as stated in the Education Act 2011 for our disadvantaged students as defined by the school's governing body.