



Careers Education/Information Advice and Guidance Policy

Approved by Governors on 29 January 2019

Review Committee: Standards & Effectiveness

Review: Spring Term 2021



CAREERS EDUCATION / INFORMATION ADVICE AND GUIDANCE POLICY

Mission Statement

“Love one another as I have loved you” (John, 15)

We believe that Jesus Christ and his Gospel Call – to love God and all people – are at the heart of what we do.

He inspires us, as children of God, to uphold the dignity of each individual.
We strive to develop a community in Christ which fully supports all in achieving their potential – spiritually, academically and personally.

Careers Education /Information Advice and Guidance Policy (CEIAG)

In October 2018 the DfE of published an update to the new statutory guidance for Career Guidance in schools (publication attached). The aim is to make sure that all schools have a Careers Leader and that young people in secondary school get a programme of advice and guidance that is stable, structured and delivered by qualified and experienced individuals. This statutory guidance has been restructured around the 8 Gatsby Benchmarks.*

Good Career Guidance – A report by Professor Sir John Homan, Adviser in Education at the Gatsby Foundation. The report identified eight benchmarks that are the core dimensions of good careers provision in schools. At Christ the King the benchmarks are the foundation for our CEIAG programme.

The school is strong and committed to all 8 Benchmarks (please see page 7 of DfE Career Statutory Guidance attached))

1. A stable Careers programme
2. Learning from Career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experience of workplaces
7. Encounters with further and higher education
8. Personal Guidance

Our comprehensive programme of Careers Education/Information, Advice and Guidance (CEIAG) begins in Year 7 and is coordinated by our Careers/IAG Leader.

The aim of CEIAG is to raise our student's aspirations, broaden their horizons, challenge stereotypes and empower them to make well informed realistic decisions at all key transition points in learning and work. School will ensure that CEIAG is presented in an impartial manner and promotes the best interests of the students.

The role of the Careers/IAG Leader is to assist young people's career learning, planning and development by leading and managing the development of Careers Education, Information, Advice and Guidance (CEIAG) in the school. The Careers leader advises senior managers and governors, facilitates the contribution of colleagues and partners, develops the careers programme, organises resources and ensures that students have access to impartial IAG within school and independently.

Careers

Careers Education is a planned programme of curriculum activities and learning experiences. The purpose is to help young people develop the knowledge and skills they need to make successful choices, manage transitions in learning and move into work. The main aims of the programme are:

- Self-development
To enable young people to understand themselves and the influences on them, build a track record of their experiences and achievements and develop their capabilities.
- Career exploration
Enable young people to identify, investigate and evaluate opportunities in learning and work.
- Career management

Support young people to make and adjust plans to manage career choices, changes and transitions.

- Employer Engagement
Inspire young people to progress in learning and work through meaningful engagement / encounters with the local business community.

Christ the King has strong links with external agencies including colleges, universities, training providers and local businesses which contribute to:

- Raising aspirations and increasing motivation – helping young people to identify educational and occupational goals
- Demonstrating the relevance of the knowledge and the skills learnt in subjects to future opportunities in learning and work
- Developing skills for effective learning – reviewing achievements, setting targets, planning and taking action
- Demonstrating the links between living, learning and earning
- Improving literacy – developing information and communication skills
- Developing student's employability skills.
- Work Experience – meaningful encounters with employers

Careers work also supports strategies for social inclusion and widening participation by:

- Building self-confidence and self-reliance
- Promoting positive attitudes to learning
- Improving progression
- Reducing drop-out
- Opening new doorways

Currently Christ the King Catholic High School delivers Careers Education by a combination of methods:

- Special events and extra-curricular activities (e.g. options evenings, industry events, careers days, work experience, assemblies, visits and taster days).
- Extended Learning Days.
- Drop in sessions and advice clinics.
- Careers activities can take place in tutorials and enrichment programmes.
- Cross Curricular

Information Advice and Guidance

School has a statutory duty for securing impartial IAG for students in Year 8 -11 and also provide access to independent IAG.

Christ the King aims to provide students with a range of good quality, up to date, impartial IAG on all post 14 opportunities. The school has a Guidance Centre where students can access impartial IAG and resources.

School has a fully qualified Career Guidance Leader who provides support for the students and school with the provision of:

Impartial IAG about careers/education/employment/training/LMI

Face to face individual Guidance interviews for students in Years 9, 10 and 11

One to one support/guidance interview to assist in the production of action plans and to support students to achieve their goals

Recording of Action Plans/meetings onto SIMS/ Staff Shared area

Group guidance sessions via tutorial

Lunchtime advice clinics

Internal workshops

Educational visits.

Annual Career/IAG events

School provides student's access to Independent IAG in a variety of ways:

Promotion of the National Careers website/helpline and other useful websites on Firefly via the school website.

Outside agencies visiting PSHE classes.

Annual Careers/IAG events in school.

External visits to a wide range of FE, HE, Training Providers and Employers.

School will work with local FE, training partnership and Lancashire County Council to monitor and record post 16 destinations.

To assure quality of provision/impact:

The CEIAG Leader is a fully qualified Career Guidance professional with the Level 6 Career Guidance Qualification, and will maintain proficiency with CPD in order to update knowledge and skills.

The adviser is a member of the Career Development Institute (CDI) and will adhere to the institutes' code of ethics. (see attached).

The school has achieved Inspiring IAG stage one of the CEIAG Quality Award.

Monitoring

- Success will reflect in the positive destination data. Annually monitoring, recording and reviewing of destination data and NEET figures.
- Evaluation of CEIAG provision.
- Termly Governor Reports
- Gatsby Compass Evaluation/Tracker - Record all CEIAG events on the online tool provided by Gatsby to evaluate if the 8 benchmarks have been achieved.

Review

The Careers/IAG Policy will be reviewed in spring 2021.