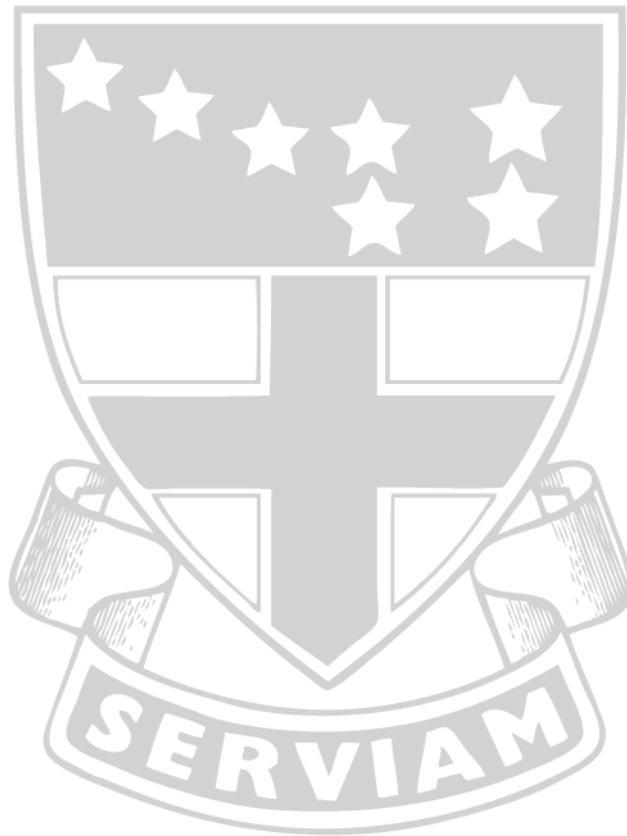


Careers Education, Information, Advice and Guidance (CEIAG) Policy



Date of Review: October 2021

Date of Next Review: October 2023

Aim

St Angelas' Ursuline School is committed to providing all students in Year 7-13 with their entitlement to high quality Careers Education, Information, Advice and Guidance (CEIAG). Careers Education forms an integral part of the school curriculum, it unlocks potential and transforms outcomes for all students. We recognise the important role that work-related learning plays in preparing and supporting young people to leave school prepared for life in modern society, sustain employability and achieve personal and economic wellbeing throughout their lives.

Through our CEIAG curriculum we offer impartial and updated advice that empowers young people to make well-informed decisions when planning and managing their own futures. We recognise the need to focus on the specific needs of each and every student.

Our curriculum is focused on inspiring our students to have the highest aspirations so that they can have confidence to achieve their full potential both within school and beyond in their chosen careers.

As a school community we challenge stereotypes, celebrate diversity and promote equality and social mobility. We believe that good career guidance is a necessity for social mobility.

Gatsby Benchmarks

Our provision meets the DfE's statutory guidance in accordance with section 42A of the Education Act 1997 as well as meeting the Gatsby Benchmarks. The eight Gatsby benchmarks of Good Career Guidance are:

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. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

CEIAG Curriculum

Our Careers education curriculum is interwoven throughout our departmental curriculum, PSHE programme and is supported by a comprehensive programme of organised activities and events.

Choosing the long term career for you is a journey and we recognise that it is not always within the school career that the direction of this journey is finalised. Students are encouraged to have high aspirations and consider a broad and ambitious range of careers based on a range of activities that will inspire young people. We believe in opening the doors of opportunities and sowing the seeds of personal discovery.

Students have the opportunity to participate in programmes that support their medium- and long-term plans for progression to further education, vocational training and employment.

Whilst the majority of our students at St Angela's Sixth Form do progress to university we do not promote one particular route and always provide students with impartial advice and choice showing no bias towards a particular education or work pathway.

We recognise that not all students stay with us until the end of Sixth Form so we ensure that all students leave equipped with the relevant skills and knowledge required to successfully support their entry to the next stage of their development or transition point.

Throughout their school career students gain an understanding of the changing nature of work in today's society, different career choices and are provided with the full range of pathways open to them at post-16 and post-18.

The career curriculum is designed to collectively build students' understanding as they embark on their progressive learning journey throughout the school. This layering and consolidation supports them fully in personalising their own career plans. Activities and events are differentiated to ensure progression is appropriate to students' stages of career learning and development. Our provision is carefully planned to meet the needs of all of our students. Consideration is given for SEND learners and individual need is taken into account to ensure an inclusive approach and equality of access. Our Senco and learning mentors work alongside the schools careers advisor to support this.

From Year 7 students undertake a journey of self-awareness and self-development which encourages them to assess their own strengths and areas for development in order to inform future learning, work choices and develop positive self-esteem so they are confident to pursue their chosen careers. Online platforms such as the I could research website and KUDOS introduces students to different careers and helps them both focus their search whilst widening their knowledge of the various roles that do exist. The careers of their futures are still evolving and we recognise that the careers market may be very different upon the completion of their statutory education period. The COVID-19 pandemic has had an unprecedented impact on the economy, education and the opportunities open to Students, careers guidance has become more important than ever as a result of the COVID-19 pandemic.

Students in all year groups benefit from organised events and activities that give direct encounters to employers from different career fields so that students know of the many potential careers that exist to them. These opportunities build character, develop leadership, resilience, social values, and highlight equality.

The school's CEIAG is planned, delivered, monitored and evaluated by the Careers Advisor alongside the Deputy Headteacher, who is the member of the Senior Leadership Team responsible for CEIAG.

We draw upon external expertise to support us fully with our careers curriculum and have developed excellent links with an extensive range of businesses and also our local borough. The school works with LEAN East to widen our offer. The Careers Advisors role involves building employer engagement to create lasting connections between the school and businesses. The relationships are with a wide range of business from different industries; these relationships are used to ensure CEIAG is relevant and delivered by those currently in

industry. These relationships are reviewed regularly and new partnerships are constantly being sought as career opportunities continue to evolve with a changing labour market. Our alumni network is increasingly used to support careers and provide employer engagement opportunities.

The school utilises its careers education to run school managed partnerships which include icanyoucantoo coaching and mentoring programme, Future East London Careers Cluster, Barts Health NHS Trust, The Brokerage, Women into Finance, Speakers for Schools, EDT Engineering Development Trust, Young Professionals, Creative Mentor Network, University of the Arts Insights Programme, STEM Learning, Nuffield Research.

As careers are interwoven throughout the curriculum the provision is cemented through the actions of all staff in department areas and also through Heads of Year and SLT. All staff contribute to careers education and guidance through their roles as tutors and subject teachers. Each department reinforces subject specific careers linking it into their sequence of learnings at each key stage. This helps put subject learning into a wider and more relevant context in relation to future careers. By the end of their course every student has had the opportunity to experience how their subjects help people gain entry to and be more effective workers within a wide range of occupations.

The careers advisor works alongside HOYS and form tutors to deliver assemblies and events in form time that raises the profile of careers whilst supporting students as they approach important transition points. Careers education is delivered within our school Rise UP Programme which embeds our PSHE curriculum.

A programme of comprehensive career guidance appointments are given to all Year 11 and Sixth Form students to ensure personalised support. Year 10 students are also offered support with their work experience planning. Students at KS3 have drop in clinics where they have regular opportunities to meet with the careers advisor. This supports students with transition points such as planning for their GCSE options. These appointments are further supported by other members of staff with follow up conversations.

Year 11 Students are supported with progression support to ensure that no post 16 student is at risk of not being in education, employment and training (NEET). This includes support with applications to local colleges both during Year 11 and also with follow up contact post examination results.

Students are fully informed of post 16 options including A levels, Btechs, T levels, Apprenticeship and Traineeship routes. The school participates in events such as National Apprenticeship week. All are aware of the benefits of apprenticeships, T Levels and other approved technical education qualifications and can consider them, alongside academic options, when making decisions about their next steps.

All students are provided with opportunities which partner with Higher Education and this is further supported with ongoing UCAS support during Sixth Form which can support their decisions on this option. The school has a long standing successful relationship with the Realising Opportunities Russell Group Universities Mentoring Project. With university options we always focus on the student and what is best for them recognising that our

universities are not the only choice and in many cases, a college course or apprenticeship can offer better outcomes.

The destinations of all students at each transition point is collated by the school.

Work Experience

Students have first-hand experience of the world of work through Year 10 work experience which all students attend and also through other work experiences opportunities that are targeted to specific careers. The objective of work experience at Key Stage 4 is to provide students with an opportunity to experience the world of work first-hand, and to develop their employability skills. Where possible, we support students with a placement in an environment which is linked to a career which they are considering for their own future.

Students also have opportunities to engage in a large number of work placements specific to their career goals. This includes opportunities such as the Nuffield Foundation Science, Stem and Social Science research placements and opportunities both within the city and also local businesses. Further opportunities are provided in school holiday periods.

Key Stage	All students will have by the end of key stage:
Key Stage 3	<ul style="list-style-type: none"> ● A better understanding of the current career and labour market in society today. ● A better understanding of the full range of 14-19 opportunities for progression. ● A better understanding of their strengths and areas for development, and support to evaluate how these might inform future choices in learning and work. ● A better understanding of some of the qualities, attitudes and skills needed for employability. ● Used online careers resources to research information about opportunities and apply their findings to help to make informed choices for Key Stage 4 Options. ● Received appropriate advice and guidance on Key Stage 4 options and will be prepared for the 14-19 phase. ● Taken part in meaningful opportunities to encounter employers directly. ● Have had the opportunity to have personal guidance through drop in clinics ● Have has experiences where their curriculum across the school is linked thoroughly to careers
Key Stage 4	<ul style="list-style-type: none"> ● Have received personal guidance from a Careers Advisor which addressed their personal needs ● Enhanced their self-knowledge, career management and employability skills. ● Used online resources and other sources of advice to investigate and explore future choices and progression routes. ● Experienced the world of work through a work placement. ● Been given direct access to employers, colleges and apprenticeship training providers. ● Been given guidance to help identify a range of post-16 options

	<p>and careers advice and support networks that they can use to plan and negotiate their career pathways.</p> <ul style="list-style-type: none"> • Been provided with the resources to complete the post-16 application procedures.. • Have a challenging but realistic plan for their future learning and work, by relating their abilities, attributes and achievements to the goals they have set themselves.
Key Stage 5	<ul style="list-style-type: none"> • Enhanced their self-knowledge, career management and employability skills. • Up to date knowledge of the labour market, post-18 career pathways including university, Higher Apprenticeships and employment. • Used online and other sources of advice to investigate and explore future choices and progression routes. • Received guidance through the UCAS application procedure. • Had encounters with employers, universities and Higher Apprenticeship providers. • Taken part in a further experience of a workplace. • Been given opportunities to have personalised careers guidance interviews and a weekly drop in clinic to help identify a range of post-18 options with the school Careers Advisor. • Been provided with the resources to develop their CVs, personal statements, and interview preparation.

Impact of the Careers programme

The school measures and assesses the impact of the careers programme annually. Students complete evaluations of the sessions delivered in our Rise Up Day programme and also complete an evaluation following their guidance interview. Students on programmes complete evaluations and as a school we receive regular feedback from their involvement from the employers and programme. The annual report to the Headteacher from the Careers Advisors outlines the provision for the year. Review of the school's adherence to the Gatsby Benchmarks is completed through Compass, an online self evaluation tool for schools which helps us self-assess our careers programme and track our improvements.

Governors and Parents

The school has a CEIAG link governor. Their role is to support the provision whilst acting as a critical friend. They take a strategic interest in careers education and guidance and encourage employer engagement.

The school works closely with parents, carers and guardians to ensure they are fully informed of how they can access and use information about labour markets to support their child to make informed decisions about future courses and occupations.

Funding

Funding is allocated in the annual school budget and the Careers Advisor is responsible for the effective deployment of resources. Our Careers curriculum is allocated a generous budget which allows us to utilise external expertise across all key stages providing further enhancement of our provision. This includes the addition of an extra careers advisor from

the company 15 Billion and a comprehensive package from Icanyoucantoo which supports all key stages. These are reviewed annually for cost effectiveness.

Contact Details

Information about CEIAG is published on the school website.

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SLT Lead: Mrs Anne-marie Kennedy (Deputy Headteacher) - anne-marie.kennedy@stangelas-ursuline.co.uk 020 8472 6022