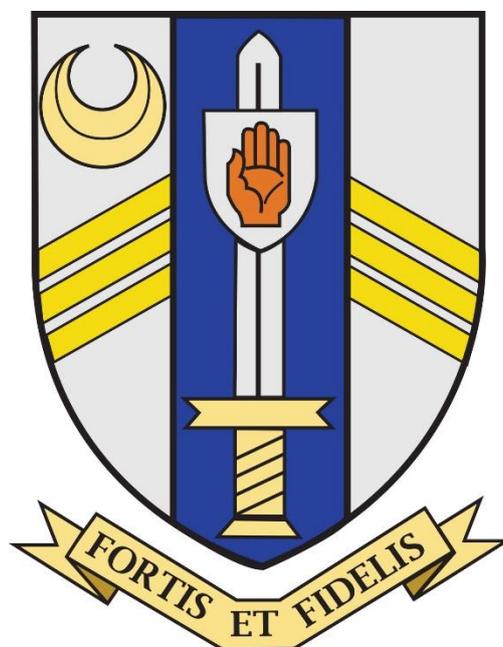


# Sir John Nelthorpe School



## Careers, Education, Information, Advice and Guidance Policy

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Consultations/Training	SLT, Governors, Learning Co-ordinators, Tutors

# Careers, Information, Advice and Guidance Policy

## **AIMS**

Schools have a statutory duty to provide careers education in Years 7-11 (1997 Education Act, 2003 Education Regulations) and to give students access to careers information and impartial guidance (1997 Education Act, 2008 Education and Skills Bill). The latest Statutory Guidance: Careers guidance and access for education, and training providers (January 2023) is the long term plan to build “a World class careers system that will help young people and adults choose the career that is right for them”. Its aims are as follows:

- All young people in secondary school get a programme of advice and guidance that is stable, structured and delivered by individuals with the right skills and experience.
- Every school and academy providing secondary education should use the Gatsby Charitable Foundation’s Benchmarks to develop and improve their careers provision.

## **Pupils in Year 8 to 13**

- 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.

All schools and colleges are guided by the 8 Gatsby benchmarks:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each student
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

Sir John Nelthorpe School has been re-accredited with the Quality in Careers Standard March 2022 in recognition of the high quality of career education, information, advice and guidance delivered. This will be valid for a three year period until March 2025.

- I. **Self-Development:**  
Students will be helped to understand themselves and develop their capabilities. They will be encouraged to assess their own needs, interests, values, aptitudes and aspirations in relation to education, training and work. They will be provided with the opportunity to develop the knowledge, self-reliance, key skills and other capabilities required for working life.
- II. **Career Exploration:**  
Students will be helped to investigate careers and opportunities. They will be taught to understand the changing patterns of careers and work. Provision will be made for them to find out about local, national and international opportunities in education, training and work and gain direct experience of work as part of the curriculum.
- III. **Career Management:**  
Students will be helped to implement their career plans. They will be encouraged to develop increasing autonomy in making decisions and implementing their career planning. They will develop the ability to review and evaluate their decisions and cope with change through, for example, Individual Action Planning. Students will have access to sources of careers information and help and develop skills to help them assess the advice offered. They will develop the skills necessary for making effective transitions to further and higher education, training or work.

These broad aims for CEIAG reflect and complement the School Mission, Values and Aims. The School Mission Statement identifies the purpose of the School as 'ensuring that all students maximise their potential to achieve personal success and fulfilment through the high quality provision of wide ranging learning opportunities in a challenging and caring environment'. A programme of CEIAG which achieves the aims set out above will make a very important contribution to achieving the School Mission.

The onus on maximising potential, success and fulfilment permeates the School aims for CEIAG through their emphasis on promoting self-understanding, development of capabilities, understanding changing patterns of careers and work, opportunity awareness, work experience, decision making skills, individual action planning and transition skills.

The School Values also refer to students maximising their opportunities with particular reference to the 'support and involvement of their parents'. The CEIAG programme actively encourages parental involvement at key times for their children. The Values refer to the promotion of equal opportunities and learning opportunities which go beyond the statutory requirements. The CEIAG programme at Sir John Nelthorpe School actively promotes equal opportunities and the programme is enhanced by many activities including talks, visits, and the opportunity to take part in the Work Experience Programme.

The CEIAG programme seeks to promote the school aims. Detailed links between individual school aims and the content of the CEIAG programme are identified in the schemes of work for Careers Education in PSHCE and across the whole

curriculum. The aims are further refined through the School's learning outcomes for CEIAG which are detailed in this document.

## **STUDENTS ENTITLEMENT TO CAREERS EDUCATION AND GUIDANCE**

Sir John Nelthorpe School is committed to providing a planned programme of careers education, information, advice and guidance (CEIAG) for all students in Years 7-13, in partnership with GPCareers and The Career and Enterprise Company.

Sir John Nelthorpe School endeavours to follow the CDI Framework for Careers, Employability and Enterprise Education March 2018).

**11-18:** A planned programme of education on post-16/post-18 education and training options and on different types of careers is in place.

**13-14:** Guidance is provided in Year 9 to all students on GCSE choices and vocational options, and where they can lead. This guidance is provided by the School Pathways Programme in PSHCE lessons and assembly.

**15-18:** Careers Advisers from GPCareers and local colleges conduct either an individual or small group interview with each student on post-16/18 choices, with inputs from teachers and school records.

The CEIAG provision at Sir John Nelthorpe School is supported through strong links with the Careers and Enterprise Company, Further Education Colleges and training providers. The School is committed to further developing these links and working with these providers to provide a programme of the highest quality.

### **Relationships with other School Policies**

Curriculum Policy

SEN Learning Policy

SMSC Policy

Provider Access Policy

### **Monitoring and review**

#### The Governing Body

The Governing Body, supported by the Head Teacher, will review the policy annually.

#### Assistant Head

Assistant Head will review the CEIAG schedule annually with the Careers and Enterprise advisor, coordinator and link governor.