



## **Careers Education and Guidance Policy**

Adopted by Governing Body 07.11.12

Review Date: 11.05.21

Cycle of review: 1 year

Statutory Policy: No

## Introduction

The aims of the Secondary Curriculum (years 8-13) are to enable all young people to become:

- successful learners who enjoy learning, make progress and achieve
- confident individuals who are able to live safe, healthy and fulfilling lives
- responsible citizens who make a positive contribution to society.

The Government's careers strategy, published on 4 December 2017, sets out a 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. This statutory guidance has been updated to expand on the aim set out in the strategy to make sure that 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. (Careers strategy: making the most of everyone's skills and talents December 2017)  
<https://www.gov.uk/government/publications/careers-strategy-making-the-most-of-everyones-skills-and-talents>

To achieve this aim, the careers strategy sets out that every school and academy providing secondary education should use the Gatsby Charitable Foundation's Benchmarks to develop and improve their careers provision. This statutory guidance has been restructured around the Benchmarks with information on what schools need to do to meet each one. The Gatsby Benchmarks are not a statutory framework but by adopting them, schools can be confident that they are fulfilling their legal duties: the existing duty to secure independent careers guidance and the new duty to provide opportunities to a range of providers of technical education and apprenticeships to access pupils to inform them about technical education qualifications or apprenticeships. (Careers guidance and access for education and training providers - January 2018)  
<https://www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools>

Careers Education and Guidance is an essential part of the secondary curriculum at Pitcheroak School, as it encourages pupils to prepare for the choices and transitions affecting their future education, training, employment and life as adult members of society.

The school works in partnership with an IAG advisor and has links with local businesses and training providers to support pupils to consider and make an informed choice at Post 16.

The school's main point of contact for careers is Rachel Adams. All requests for access and/or queries should be directed to this teacher in the first instance.

## Aims of the Programme

Careers Education and Guidance (CEG) at Pitcheroak School will enable pupils to

- Become more self aware and build upon their strengths and capabilities.

- Widen their knowledge, understanding and experience of the world of work.
- Be aware of education and career opportunities.
- Make choices about their continuing education and training.
- Manage transitions to new roles and situations and help them cope with change.

#### Key elements of Pitcheroak School's CEG Programme

- A planned programme of Careers Education
- Access to accurate and relevant information in an accessible format
- Experience the World of Work
- Transition Planning
- Access to individual Careers Guidance
- Action planning and Recording of Achievement
- Engagement in individually planned and supported Work Experience that is designed to suit the pupil's interests

The aims and key components of the CEG programme at Pitcheroak school is underpinned by the "Principles" of good quality impartial careers education as listed below.

- Empowers young people to plan and manage their own futures
- Responds to the needs of each learner
- Provides comprehensive information and advice
- Raises aspirations
- Actively promotes equality of opportunity, inclusion and challenges stereotypes
- Helps young people to progress

Pitcheroak School aims to improve employability throughout the 14-19 curriculum. Our objectives are:

- 1) To give all young people a sharper awareness of:
  - the world of work
  - the different types of industries and occupations
  - the skills involved
  - the attitudes they will need if they are to succeed
- 2) to help young people to develop their functional skills; communication, number and ICT, as well as wider skills such as team working and managing their own learning.
- 3) to motivate young people by relating what they do at school to the world of work. This includes our programme of work experience.
- 4) to help young people make informed decisions on their future by providing a coherent range of quality qualifications and effective support and guidance.

### Careers Education and Guidance - Statement of Entitlement

Pupils at Pitcheroak are entitled to participate in a CEG Programme as outlined in the National Curriculum.

Key Stages 1, 2 and 3 pupils will be provided with experiences which contribute to their growing knowledge and understanding of themselves and of adult and working life. This will be developed through cross-curricular, PSHE and topic work lessons.

All Secondary aged pupils from years 8 upwards will participate in a Careers Education and Guidance Programme. The level of coverage of the programme will depend on the pupils' age and level of ability.

The programme of entitlement for all pupils will include:-

- A Planned Programme of Careers Education
- Access to Accurate Information
- Experience the World of Work
- Transition Planning
- Access to Individual Careers Guidance.

### Key Stage Four Careers Programme of Study

In Years 10 and 11 pupils begin to have Careers lessons on a weekly basis in order to prepare them for making decisions about their future options.

### Post-16 Careers Education and Guidance

The CEG Programme at Post-16 is delivered through the school working alongside the IAG advisor and the local training provider (HOW College).

In school, pupils complete several OCNWMR units across Year 12 and 13. Pupils focus on planning and reviewing their own learning and develop their knowledge and understanding of the skills required for working with others and maintaining work standards.

Pupils receive individual and impartial guidance from a qualified advisor. Parents and carers are also given the opportunity to meet with the advisor at annual reviews and parents' evenings to discuss their child's options.

Pupils continue to follow a programme of work experience which is tailored to meet each individual's preferences and aspirations as far as possible.