



# Chiltern Way Academy

Turning Futures Around

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

**Responsibility for this policy (job title): Careers Lead**

**Responsibility for its review: CEO**

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**Next Review Date: Spring 2022**

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## **Rationale**

Careers education and guidance programmes are vital in preparing our young people for life beyond the Academy. Our planned progressive programme of activities, from Year 7 – 14, is designed to match our students' needs. Everything points towards getting our students a job.

## **Aims**

Our objectives are in line with the Gatsby Eight Benchmarks for Careers Excellence:

- To plan and provide a stable careers programme for our students
- To expose students to relevant labour market information (LMI)
- To address the needs of all students
- To link curriculum learning to careers
- To provide opportunities for students to encounter employers and employees
- To support students to obtain work experience placements at Year 10 and Year 12
- To provide opportunities for students to encounter further and higher education
- To provide personal guidance to students on careers education

## **Outcomes:**

- To contribute to strategies for raising achievement, especially by increasing motivation to support inclusion, challenge stereotyping and promote equality of opportunity
- To encourage participation in continued learning, including further education and technical qualifications
- To develop enterprising and employability skills in students
- To significantly reduce the likelihood of any students leaving our educational establishment as NEET (not in education, employment or training)
- To involve all school stakeholders in the careers education of students, including parents and carers.

## **Careers Education, Information, Advice and Guidance (CEIAG) Implementation**

- Students are encouraged to attend employer talks to learn about different employment opportunities
- Students, from Year 10 onwards, have the opportunity to take work experience and take part in trips to industry/universities/colleges/careers and skills events/UCAS events, either face-to-face or virtual
- Careers guidance interviews by specialist careers adviser from Year 9 and up
- Years 6-8 can self-refer for a guidance interview as indicated on the Pathway Tracker
- Access to home careers advisers, if the student's local authority offers this service
- Links between the school safeguarding leads and careers adviser, ensuring the best approach for each student
- Careers, enterprise and labour market information integral to the school newsletter

- Collaboration between the careers adviser and teachers to support students moving into the Post 16 and to assist with transition into their chosen route into the labour market
- Networking with colleges/employers/universities to ensure students are supported with transition and to ensure that systems are in place to support students in their new placements

### **Student Entitlement**

- All students can access an onsite careers adviser from Year 5 onwards
- The PSHCE curriculum is planned to allow students access to key skills and learning that are valued by employers (so called soft skills) as well as preparing them for the work environment.
- Links across subjects are made with careers to make it a living part of the curriculum
- Contact via group sessions will continue into Year 8
- Year 9 students will meet with the school careers adviser for one to one guidance, as well as a group work session to prepare for GCSE option and other qualification choices.
- All students are invited to attend talks from a range of employers whether face-to-face or virtual
- Some talks are targeted at students in Year 10 and upwards i.e. apprenticeships/university talks. Industry visits are also available to students, usually from Year 10 upwards. Year 10 students explore post 16 options
- Year 11 students have the opportunity to have a work experience where appropriate or take part in voluntary work. Year 11 students can work towards an accredited Work Skills qualification
- Parents/carers are introduced to the onsite careers adviser from Year 9 (before if this is appropriate). At this point, parent/carers meet during annual review meetings with the careers adviser; communication is maintained to support students with transitions and career decision making
- Upon leaving CWA, student entitlement continues via the Beyond CWA Service

### **Destinations**

Student destinations are held on the 'Beyond CWA' database. Progress is tracked and assistance is available to students if they require information, advice and guidance after leaving school.