



Careers Education, Information, Advice and Guidance (CEIAG) Policy - Preparation for Adulthood

Approved by:

Kerrie Henton

Date: 01/09/2023

Last reviewed on:

01 September 2023 JS

Next review due by:

01 September 2024



Rational

Careers education and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life.

This policy statement sets out Stone Soup Academies arrangements for managing the access of providers to pupils at the School for the purpose of giving them information about the provider's education or training offer. This complies with the School's legal obligations under Section 42B of the Education Act 1997. This is done to develop an awareness of employability skills and understanding of opportunities in the working world that suit their interests and abilities and help them to follow a sustainable career path.

Commitment

Stone Soup Academy is committed to providing our students with a programme of careers education, information, advice and guidance (CIAG) for all students in years 9 – 12.
'Creating unimagined Futures'

Careers Vision - Endorsing unimagined pathways for adulthood

Our vision is to provide our learners with the necessary tools to become happy and healthy adults, with senses of self and understanding on how the world works and how they can be a part of that. We aim to make learning equitable and accessible by committing to ensuring each student has the chance to access FE College courses, apprenticeships or employment.

Aims

Stone Soup Academy has the following objectives in line with the Eight Gatsby Benchmarks for Careers Excellence when delivering the careers programme in school:



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

As a result of the above objectives the proposed aims of Stone Soup Academies Careers Education and Guidance policy are:

- 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 higher education and technical qualifications
- To develop enterprising and employability skills in students
- To significantly reduce to likelihood of any students leaving our educational establishment as NEET (not in education, employment or training)

Learning outcomes:

- To understand what steps are needed to make a college application successful
- To have the knowledge to navigate through their email addresses and be able to describe and demonstrate their applications to parents/carers after their 1-1 meetings.
- To understand that chosen college courses could lead them to potential careers they may not have been initially interested in or aware of.
- To know how to edit a template CV
- To understand how to research a wide variety of career fields and opportunities
- To Understand and plan for future educational pursuits

Implementation of Careers Education

Careers Education is delivered during alternative curriculum days and tutor time in Years 9 – 11 by the Careers Leader, supported by tutors, at key appropriate points throughout the academic year.



Equality and Diversity

Careers education is provided to all students and provision is made to allow all students to access the curriculum. Students are encouraged to follow career paths that suit their interests, skills and strengths with the absence of stereotypes. All students are provided with the same opportunities and diversity is celebrated.

Parents and carers

Parental involvement is encouraged at all stages. All online resources are easily accessed through the links on the school website or through Class Dojo. Parents are kept up to date with careers related information through letters, newsletters and at open evenings. Parents are welcome at careers interviews.

Curriculum

The Careers curriculum includes careers education sessions, career guidance activities (group work and individual interviews), information and research activities, work related learning and individual learning activities.

Pupil entitlement

All pupils in years 9-12 are entitled:

- 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.

Opportunities for access

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997. Educational establishments are required to work with community partners who support, or wish to support, the learning of children and



young people as either an approved PSHE Support Agency authorised to work in schools or as a supporting External Provider. The policy also sets out the relationship between schools and commercial providers/businesses. External Providers are community partners who visit schools on an ad hoc or limited short term basis to enhance the curriculum and who are not authorised or quality assured to teach in schools.

A number of events, integrated into the School careers programme, will offer providers an opportunity to come into School to speak to pupils:

Year 9	Engage with online careers quiz to gain an idea of what jobs they might suit	Icould buzz quiz
Year 10	Develop employability skills (including CV, interview, application skills) and engage with local employers and education providers. DREEAM workshops Desert Rats Army Visits and assemblies	Work experience - CV building workshops
Year 11	To ensure all students have a plan for post 16 through consolidation of the range of pathways available. DREEAM workshops Meeting with Futures Advisor Post 16 Interviews Small group sessions: future education, training and employment options	World Skills Careers Fair 1-1 Meetings with L6 Advisor Apprenticeship Fair Local University visits
Year 12	Further development of skills and preparation for post 18 study or work.	Discretionary fund



	SSA Sixth form	
--	----------------	--

Pupil entitlement:

All pupils in years 9-13 are entitled:

- 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.

Definitions:

Careers Education - helps young people develop the knowledge and skills they need to make successful choices, manage transition in learning and move into work.

Careers Guidance - enables young people to use the knowledge and skills they develop to make the decisions about learning and work that are right for them.

Careers Leader - the member of staff responsible for leading and coordinating the Careers curriculum in school.

Policy Coordinating officer: Careers Leader, J Senior

Date of last review: 16th June 2023