



**Stone Soup Academy
Careers Education, Information, Advice and
Guidance (CEIAG) Policy - Preparation for
Adulthood**

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Rationale

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

This policy sets out Stone Soup Academy's arrangements for managing access of providers to pupils for the purpose of informing them about educational or training opportunities. This is in line with the legal requirements under Section 42B of the Education Act 1997. Our goal is to develop employability awareness, provide insights into different career pathways, and guide learners towards sustainable and meaningful careers aligned with their strengths and interests.

Commitment

Stone Soup Academy is committed to delivering a high-quality programme of careers education, information, advice and guidance (CEIAG) for all students in Years 9 to 12.

Our Vision: *Creating Unimagined Futures*

Careers Vision: *Endorsing Pathways for Adulthood*

We aim to equip our learners with the knowledge, skills, and emotional resilience to become happy and healthy adults. By making learning equitable and accessible, we ensure every student can access further education, apprenticeships, or employment.

Aims

In alignment with the **Eight Gatsby Benchmarks**, our careers programme aims to:

1. Provide a stable careers programme
2. Use career and labour market information effectively
3. Address the individual needs of each pupil
4. Link curriculum learning to careers
5. Facilitate encounters with employers and employees
6. Offer experiences of workplaces
7. Ensure encounters with further and higher education
8. Deliver personal guidance



Through these objectives, we aim to:

- Raise achievement and increase motivation
- Promote inclusion and challenge stereotypes
- Provide equality of opportunity
- Encourage continued learning and higher education
- Develop enterprising and employability skills
- Significantly reduce the number of students becoming NEET

Learning Outcomes

Students will:

- Understand the steps required to make successful college applications
- Navigate emails and demonstrate applications to parents/carers
- Explore how courses can lead to unexpected career options
- Know how to edit a template CV
- Conduct research into diverse career fields
- Plan for future educational opportunities

Implementation of Careers Education

Careers education is delivered through:

- Alternative curriculum days
- Tutor time sessions (Years 9–11)
- Individual and group activities led by the Careers Leader and tutors

All activities are strategically delivered throughout the academic year.



Equality and Diversity

Careers education is inclusive and accessible to all. Students are supported to pursue careers that reflect their unique interests and strengths. Diversity is celebrated, and stereotypes are actively challenged.

Parents and Carers

Parental involvement is encouraged at every stage. Careers-related information is shared via:

- School website links
- Class Dojo
- Letters and newsletters
- Text messages
- Open evenings (Celebrations evening)

Curriculum

The careers curriculum includes:

- Careers education sessions
- Group and one-to-one guidance
- Research and information activities
- Work-related learning and enterprise education



Pupil Entitlement

All pupils in Years 9–11 are entitled:

- To learn about the full range of academic, technical, and apprenticeship opportunities
- To hear from local providers through events, assemblies, and discussions
- To learn how to apply for various education and training routes

Opportunities for Access

Stone Soup Academy provides multiple opportunities for providers to engage with students through visits, talks, workshops, and workplace experiences. This includes short-term engagements with approved external providers or PSHE support agencies.

From **September 2025**, in line with updated DfE guidance:

Year 9 Work Experience Activities:

Stone Soup Academy will aim to provide **one week's worth of work experience activities** per year group but circumstances may need to prioritise Years 10 and 11.

These may include:

- Employer-set projects
- Work shadowing
- In-person or virtual workplace visits and demonstrations
- Group-based or individual experiences (in person or virtual)

Activities will be multiple, varied, and employer-led to ensure a diverse and meaningful learning experience.



Years 10–11 Work Placements:

Students will undertake **1 week of structured work experience placement**, tailored to their career interests and aligned with meaningful workplace standards.

Updated Definitions (From September 2025):

The academy will adopt updated definitions of:

- **Meaningful employer encounters (Benchmark 5)**
- **Meaningful workplace experiences (Benchmark 6)**
- **Meaningful encounters with FE/HE providers (Benchmark 7)**

Provider Access Legislation – Baker Clause Compliance

In accordance with Section 42B of the Education Act 1997 and updates to the *Provider Access Legislation* (PAL) in 2023/24 and 2025, Stone Soup Academy is fully compliant with the legal requirement to provide students with six mandatory encounters with providers of technical education and apprenticeships.

Our compliance is demonstrated through the following:

Year 9 (two encounters):

- Skills Street Visit
- In-school technical/vocational workshops

Year 10–11 (Attend or provide five encounters):

- Transition talk by Nottingham College
- Skills Street Visit
- HMRC Work experience
- Careers Fair for AP and Special
- Work with EMCCA for opportunities



These encounters are:

- Scheduled during normal school hours
- Delivered by a range of approved technical education and apprenticeship providers
- Meaningful, age-appropriate, and progressive across year groups

Providers interested in delivering content to our students are invited to review our Provider Access Policy available on the school website or by contacting the Head of Careers and Sixth Form.

Careers Programme Overview

Year Group	Activities
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9	Police HQ Visit, Skills Street Visit, John Lewis Work Experience, College Courses (Hair & Beauty, Multi-skills, Construction)
10	Police HQ Visit, Skills Street Visit, John Lewis Work Experience, Open Doors Careers Event, College Courses (Hair & Beauty, Multi-skills, Construction) Equation Workshops, Seriff Work Experience Day, 1-1 CIAG Meetings with Level 7 Advisor,
11	Visits to NTU and University of Nottingham, Nottingham College Transition Talk, HMRC Work Experience, 1-1 CIAG Meetings with Level 7 Advisor, Futures Advisor Meetings, External Providers Visits

Definitions

- **Careers Education:** Helps young people develop knowledge and skills for informed decision-making
- **Careers Guidance:** Helps young people apply knowledge to make personal education/work decisions
- **Head of Careers and Sixth Form:** The designated staff member overseeing the Careers programme