

# Kingswode Hoe School



## Careers Education Information Advice & Guidance (CEIAG)

### Policy/Statement

**Revised September 2020**

To be reviewed: May 2021  
Careers Lead: Mr Richard Smith  
Headteacher: Mrs A. Constantine



# **Kingswode Hoe School CEIAG Policy**

## **Rationale:**

Careers Education, Information Advice and Guidance is a major contribution to preparing our young people for the opportunities, responsibilities and experiences of life. Our CEIAG programme supports and helps them make a successful transition to adulthood:

- Preparing students for the opportunities, responsibilities and experiences of life
- Supporting young people to achieve their full potential
- Empowering young people to plan and manage their own futures
- Providing comprehensive information on all options
- Improving pupils' self-development
- Raising aspirations and exploring a range of career options
- Promoting equality, diversity, social mobility and challenging stereotypes
- Enabling young people to sustain employability and achieve personal and economic wellbeing throughout their lives

## **Intended outcomes:**

The Department of Education has a national framework of careers education which describes learning outcomes. The framework supports the development of programmes that help young people to understand:

- The links between living, learning and earning
- What happens in the working world and how it is changing
- What can help a person's transition and career to go well
- What pupils can do to improve their chances of success
- How to make decisions and deal with the consequences

## **Purpose**

Kingswode Hoe School is committed to career learning and development and fulfils its statutory obligations. Careers' learning supports the school's overall vision and is linked to the School Development Plan. This policy is linked to other school policies including Equalities and Health & Safety.

## **Commitment**

The school is committed to providing all its students with a planned programme of careers education activities throughout their school career, with opportunities at key transition points to access impartial information and expert advice and guidance.

It is also committed to maximise the benefits for students by using a whole school approach involving parents, carers, external IAG providers, employers and other local agencies.

## **Management**

This area of the curriculum is supported by a link governor. A senior leader has strategic responsibility for CEIAG who supports the Careers Lead who has administration support. The school has responsibility for securing its external careers guidance service (Preparing for Adulthood Service).

The senior leader and CEIAG Lead will review and evaluate the provision with all stakeholders including young people and the external IAG service, taking into account the school's destination measures.

## **Curriculum Provision**

There is a planned CEIAG programme across the school 12-16, in which incorporates the national framework for implementing an 11-19 entitlement to IAG in England and to meet the **8 Gatsby Benchmarks**:

- 1 *A stable careers programme*
- 2 *Learning from careers and labour market information*
- 3 *Addressing the needs of each pupil: Targeted support for vulnerable and disadvantaged young people, information sharing, careers guidance for students with special educational needs or disabilities.*
- 4 *Linking curriculum learning to careers*
- 5 *Encounters with Employers and Employees*
- 6 *Experiences of Workplaces*
- 7 *Encounters with FE and HE: New legal duty – access to providers of technical education and apprenticeships*
- 8 *Personal Guidance*

## **Personal Provision**

Elements of the above will require access to individual information advice and guidance through:

- ❖ Internal staff, external careers adviser, employers, employees and visitors. The school prides itself with a huge network that supports KS 3 and 4 students who are seeking employment/apprenticeships.
- ❖ External sources using email, telephone, careers software linked to the school VLE, websites such as: The National Apprenticeship site, the National Careers Service, Aim Apprenticeship and the Essex Apprenticeship Hub

## **Resources**

The school will provide resources for the successful implementation of this policy through securing:

- ❖ An annual budget to cover internal needs, CPD opportunities and commissioning of external sources
- ❖ Adequate staffing with appropriate training
- ❖ Student and staff access to information (electronic and hardcopy)
- ❖ Designated space for individual and group/class sessions
- ❖ Careers software available through the student VLE

## **Partnerships**

The policy recognises the range of partners that support the CEIAG/WRL within our school.

### **These include:**

- ❖ Formal arrangements with The Preparation for Adulthood Service, our external provider.
- ❖ Parents and carers
- ❖ Liaison with Higher education institutions
- ❖ Employers and training providers e.g. Sainsbury's, Tollgate, Colchester
- ❖ Others specific to our school: SEAX Trust and Local Post 16 Providers.

## **Careers Lead**

The careers lead at Kingswode Hoe School is Richard Smith who can be contacted at: [rsmith@kingswodehoe.com](mailto:rsmith@kingswodehoe.com)