



CAREERS GUIDANCE POLICY

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Approved By: Curriculum Governors

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Website: Yes

Policy on Careers, Education and Guidance (CEG)

Introduction

The Education Act 2011 places a statutory duty on maintained schools and academies to secure access for students to ***independent and impartial careers guidance*** that promotes the best interests of the students to whom it is given and includes information on all options available to them, including apprenticeships, traineeships and other work-based learning. This has been updated in November 2017 to include technical education and to demonstrate the schools commitment to allow training providers the opportunity to talk to students from Year 8.

Schools are free to make arrangements for careers guidance which best suits the needs of the students, engaging where appropriate with independent providers.

Aims

To help students to develop their skills, ability and confidence to make informed and appropriate decisions about their futures and to manage the transition from their compulsory education, to either the next stage of their education, training or work.

Objectives

- To ensure that all students have the skills and attributes to enable success beyond school;
- To communicate all of the opportunities that are available to them, at each point of their education, including options and education beyond Thornden;
- To promote an awareness of **all** of the local and relevant national education providers, training and careers provision opportunities;
- To develop and maintain links with local businesses, professionals, colleges and other educational establishments;
- To signpost support mechanisms, such as staff knowledge, websites and careers advisors to all students;
- To support all of our students to enter further education, training or work. To avoid any student being classed as NEET (Neither in Education, Employment or Training);
- To promote equality of opportunity, challenge stereotypes and support all students who require additional support, such as SEN, PP or CLA, to achieve it;
- To maintain and promote a culture of high aspiration.

The role of the school

The school will provide and pay for independent and impartial careers advice. This is currently through EBP South and a day a week has been sourced to ensure that all students receive at least one careers interview during their time at the school, if they wish to attend. Thornden School is also linked to the Education Advisor Network (EAN) and utilises the knowledge and contacts of our own EAN link.

Further support for careers guidance comes through whole year group assemblies, including from all major local colleges, information evenings, work experience assemblies, a range of outside speakers covering professions requested by students during the year, smaller assemblies covering apprenticeships, traineeships and more specialist local colleges, mentoring, transition meetings for vulnerable students and SEN students, and extended work or college placements. These vary from year to year depending on the needs and requests of students in the various year groups.

The school will provide information and verbal briefings on students to help independent advisors and local colleges to support the students to apply to or enrol on an appropriate course based on their potential outcomes and current performance, and will expect this information to be given due consideration and to be used in confidence.

A further range of careers opportunities will be given for all students including a two-week work experience placement, work related learning and guidance on CV and personal statement writing. Throughout the lower school, careers guidance is incorporated into the PSHE and tutor programme, and helps also to support the options programme. An online, impartial careers programme is included in the tutor programme and can also be accessed through other means out of school. All teaching staff are expected to contribute to the CEG programme through their roles as tutors and subject teachers. Other support staff may be involved, such as learning support assistants or librarians, as part of their role.

Opportunities to be involved in careers based activities and initiatives are provided on an annual basis, and may include activities involving STEM, MFL or science, and could also link to major local companies, such as IBM or Ahmad Tea. An annual Enterprise Day in Year 10 encourages students to apply their skills to a range of work-related activities, based on a varying theme. This may involved local companies or input from external sources.

The school also links closely with the National Citizen Service, providing opportunities to develop students' personal attributes outside of the standard curriculum.

The school evaluates its success in supporting students in taking up further education or training, by liaising closely with the main colleges and Hampshire County Council, who provide full destination data for students, during the following term.

Parents are welcome and encouraged to contact a range of staff at the school regarding careers advice, including the tutor, Head of Year, SENCO, Careers Coordinator or Careers Administrator at any time if they have any concerns or questions about their child's progress or participation in these events. Regular communication is made through the newsletter or emails to parents and specific information evenings for the year groups include careers, transition or options advice, where appropriate.

This policy will be reviewed every four years and its implementation will be monitored by the Senior Leadership Team. An annual report to Governors will be provided as part of the Headteacher's Report.

Related Policies:

SEN Policy

Single Equality Policy