

Careers Education Policy

POLICY STATEMENT

- Careers education and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities, and experiences of life. The Grange School provides a planned progressive programme of activities to support our Pupils in choosing 14 – 19 pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives.

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1. Scope

1.1 Commitment

1.1.1 The Grange School is committed to providing Pupils with multiple safe opportunities to encounter the world of work and varied careers pathways. This is in line with our ethos statement and core values, and we strive to provide a caring, secure environment in which each Pupil can discover and realise their own potential.

1.1.2 The Grange School aims to:

- provide individualised careers education information, advice, and guidance to all Pupils.
- promote careers to all Pupils using a combination of internal support and external providers.
- promote self-development whereby Pupils learn how to understand themselves and develop their capabilities.
- encourage Pupils to investigate careers and opportunities and support them in the planning and management of their progression through school, further education and identifying career pathways.
- promote the value of aspiring to careers via alternative pathways such as post-16 college study and employment opportunities, plus apprenticeships at all levels.
- promote the value of aspiring to and attending higher education.
- provide Pupils with a series of encounters with employers and employees.
- provide Pupils with experiences of the workplace.
- include parents, carers, and the Local Authorities in the process.

1.2 Pupil Entitlement

1.2.1 Careers Education Information and Guidance (CEIAG) is statutory from year 7 onwards and the school fully embraces the stipulations of the Education Act 2011 and other statutory guidelines from the Department for Education (DfE). As well as offering our own careers guidance pathways, we will also commission external programmes of guidance for our Pupils.

1.2.2 The school also acknowledges the OECD definition of Careers Guidance as referring to: 'services and activities intended to assist individuals, of any age and at any point throughout their lives, to make educational, training and occupational choices and to manage their careers.' The activities may take place on an individual or group basis and may be face-to-face or at a distance, including helplines or web-based services.

1.2.3 At The Grange School we are committed to providing outstanding CEIAG for all Pupils. We recognise that all Pupils are able to achieve but can only fulfil their potential if they understand themselves, their abilities and the possibilities available to them.

1.2.4 The aims of CEIAG are:

- **Self-Development:** young people should be able to understand themselves and the influences on them.
- **Career Exploration:** young people should be able to investigate opportunities in learning and work.
- **Career Management:** young people should be able to make and adjust plans to manage change and transition.

1.3 Equality & Diversity

- 1.3.1 Careers education is provided to all Pupils through individualised curriculums that are designed to meet the needs of each Pupil. Pupils are encouraged to follow career paths that suit their interests, skills and strengths with the absence of stereotypes. All Pupils are provided with the same opportunities and diversity is celebrated.

2. Implementation of Careers Guidance

2.1.1 Careers Information

- a wide range of materials freely available to Pupils.
- electronic information provided.
- individual and group sessions.
- careers day once a year for all phases.
- career information embedded into learning.

2.1.2 Careers Advisor (or Local Authority Provision)

- available to all Pupils through appointment.
- used for individual interviews with Pupils in years 9, 10 and 11, and other targeted Pupils throughout the year.
- impartial, Pupil-centred and confidential guidance.

2.1.3 Post-16 Options

- advice is provided throughout years 9, 10 and 11.
- visits to local colleges and other post-16 providers.
- visits to and from local and national businesses.

2.1.4 Transition Meetings

- the needs and voices of the Pupil are central to any discussions and decision-making.
- carefully planned and structured college and transition support, ensuring that sufficient times has been allocated.

2.2 Families and Local Authority

2.2.1 Involvement is encouraged at all stages from families and the Local Authorities. At The Grange School, we ensure that relevant information is shared through regular home-school communication and multi-agency meetings.

2.3 Management

2.3.1 Work Experience is the responsibility of the Headteacher. However, individual teachers will assist Pupils through discussions and support.

2.4 Support

2.4.1 All Team Members contribute to careers planning through their roles as tutors and subject teachers. The Senior Leadership Team will liaise and consult with the Careers Advisors to ensure that specialist career guidance is available when required.

2.5 Curriculum

- 2.5.1 Our careers education programme includes careers education sessions, career guidance activities - group work and individual interviews - information and research activities, work related learning and individual learning activities. Other events and activities are planned and organised separately throughout the year.

2.6 Partnerships

- 2.6.1 The Grange School continues to develop close links with post-16 providers, apprenticeship providers and with local employers.

2.7 Monitoring Review & Evaluation

- 2.7.1 Careers guidance is monitored and evaluated annually through discussions with Team Members, Pupils and families, and appropriate observations of activities by Senior Leaders. The curriculum is reviewed annually with changes and planned improvements being documented in the School Development Plan (SDP); this is used to ensure that careers education is embedded and appropriate for all Pupils.

3. Links with Other Policies

3.1.1 It supports and is underpinned by key school policies including:

- Curriculum Policy
- Feedback and Assessment Policy
- Citizenship Policy
- PSHE Policy
- Safeguarding and Child Protection Policy
- Equal Opportunities and Diversity Policy
- Health and Safety Policy
- SEND Policy

4. **Legislative Framework**

4.1.1 This policy has been drawn up on the basis of law and guidance, namely:

- The National Curriculum in England Framework Document, DfE, December 2014
- Careers Guidance and Inspiration in Schools Statutory Guidance for Governing bodies, School Leaders, and School Staff March 2015
- Promoting fundamental British values as part of SMSC in School Departmental Advice for Maintained Schools, DfE, November 2014