

## **Chadsgrove School Careers Programme**

(including the Gatsby Bench Marks)

Chadsgrove School is committed to providing a high quality planned programme of 'Careers Education, Information and Guidance' for all pupils in Years 7-14. All pupils in this age range have an Education Health and Care Plan. We promote careers and transition guidance to all pupils in Upper School (Year 7 – 14), however pupils in Post 16 are given bespoke guidance and have the support of a Careers Advisor usually organised through 'drop in' sessions.

The guidance is developed and reviewed annually through discussions with teaching staff, the Careers Advisor, pupils, parent carers, governors and other external partners. It is based on current good practice from the 'Careers Development Institute' and is guided by the 'Gatsby Benchmarks', to ensure best practice and to conform to statutory requirements.

The Education Act 2001 placed schools under a duty to ensure that all registered pupils in Years 8-13 have access to independent, accurate and impartial information, advice and guidance. Careers guidance under this duty will:

- be presented in an impartial manner
- include information on the full range of post-16 education or training options
- promote the best interests of the pupils to whom it is given

On 4th December 2017, the DfE further updated its statutory careers guidance for schools.

Governing Boards need to ensure that the school has published a careers programme and clear advice and guidance which meets the school's needs. The government also expects Governing Boards to ensure that the school's careers strategy is developed in line with the Gatsby Benchmarks and informed by the requirements set out. The careers strategy can be read online at:

[www.gov.uk/government/publications/careers-strategy-making-the-most-of-everyones-skills-and-talents](http://www.gov.uk/government/publications/careers-strategy-making-the-most-of-everyones-skills-and-talents)

The statutory guidance for school is available at:

[www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools](http://www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools) Baker clause

Schools and academies must give education and training providers the opportunity to talk to pupils in years 8 to 13 about approved technical 2 qualifications and apprenticeships from 2nd January 2018.

Chadsgrove School has adopted the Gatsby Benchmarks because they are judged to be an outstanding system for careers guidance.

<https://www.gov.uk/government/news/careers-guidance-for-modern-country-unveiled>

<http://www.gatsby.org.uk/uploads/education/reports/pdf/gatsby-sir-johnholman-good-career->

### **Benchmark 1: A stable careers programme**

- The strategic responsibility for the management of CEIAG is the Assistant Head Teacher Liz Morgan
- The Careers and Enterprise Coordinator is Emma Nolan
- The Governor is Shirley Webb
- The careers programme is structured and updated by Liz Morgan and it is published and included on the school's website — Careers is covered through our PSHE curriculum and themes and also in bespoke lessons, particularly in Post 16 (Vocational Studies, Employment and Development Skills)
- The programme is evaluated with feedback from all stakeholders, (i.e. Senior Leadership Team, Subject Leads etc.)

A framework for the planning, monitoring and delivery of the careers programme will be reviewed annually, using the quality standard for Careers Education and Guidance. The 'Compass' evaluation tool online will be used.

- Funding is allocated annually in the context of whole school priorities and particular needs for Careers Education, Information and Guidance
- The school ensures careers is prominent in the EHCP process for every pupil
- Large number of events and activities involving employers and other agencies as well as ongoing experience of the world of work and businesses

**Benchmark 2: Learning from career and labour market Local Market Information (LMI) is included in the careers programme and additional knowledge is provided by the Careers Adviser.**

- Parent carers and pupils can keep up to date with information about Local Market Information by Post, Website, Twitter and through recommendations from EHCP and Annual Review meetings
- The Careers and Transitions Adviser provides independent, unbiased careers guidance, including for pupils in years 8 and above

**Benchmark 3: Addressing the needs of each pupil**

- The Careers Adviser keeps accurate records of individual careers advice
- Destinations are collated by a member of the Leadership Team with the support of the Careers Adviser
- The careers programme actively seeks to challenge stereotypical thinking and to raise aspirations
- A 'Life After School' event will take place during the academic year where pupils and parent carers can attend in order to gain understanding of careers. This will take place during the school day so all pupils can attend
- Chadsgrove School is pro-active in supporting every pupil on their work placement or pathway to employment. This may include regular liaison with parent carers and work experience providers as well as appropriate resources to support each pupil

**Benchmark 4: Linking curriculum learning to careers**

Employability and enterprise skills are embedded with the curriculum and developed in all lessons. These develop skills which will enable pupils to become more effective workers, within a wider range of careers.

- The allocated careers lessons within the PSHE programme and ongoing training needs are identified for planning and delivering the careers programme
- All staff are expected to contribute to CEIAG through their role as form tutor, subject teachers and support staff

- Staff have increased time through P.S.H.E and this is an opportunity to discuss careers
- Work in STEM (Science, Technology, Engineering and Maths) supports pupils understanding of the world of work with particular focuses on the production of materials to sell through social enterprise
- Any work experience placements must serve a purpose in the curriculum, for example pupils completing Vocational Studies will use evidence from their work experience for their qualification
- For our pupils with PMLD this will be promoted by visiting local community facilities

### **Benchmark 5: Encounters with employers and employees**

- Pupils will be provided with opportunities of mentoring, workplace visits, work experience, work shadowing, enterprise clubs and employer talks and Further Education placements
- Where appropriate, we will arrange visits for pupils to local colleges, and work based education and training providers; this will assist pupils in making an informed decision about their future career
- We will continue to develop partnerships with local colleges, apprenticeships providers, local employers and training providers
- All pupils, where appropriate, will be offered the opportunity to:
  - Receive a careers talk from a local business or provider
  - Attend a careers fair or evening
  - Participate in an enterprise day

### **Benchmark 6: Experience of work places**

- Pupils in Year 12, 13 and 14 will attend a work placement where appropriate. Pupils who attend work experience will have an initial interview and tour of premises before attending. All parent carers will be involved in the work experience placement process
- Pupils will be allocated a Job Coach in school who will support any pastoral concerns while on placement
- Reports of termly progress will be shared with parent carers and pupils

- To access this placement, the pupils apply and undertake an interview
- Job awareness sessions will include mock interviews, enterprise days and visits to businesses take place annually for all key stages
- Books Beyond Words sessions will be completed on a weekly basis discussing relevant issues for pupils like 'getting my first job'

### **Benchmark 7: Encounters with further and higher education**

- The annual 'Careers Evening' allows each pupil/parent carer to have a meaningful encounter with learning providers, including sixth form, colleges and other local service providers
- Extensive links with a number of colleges
- Internal celebration assemblies will take place termly where pupils are notified of successes
- Pupils in Year 11 transitioning into Post 16 work with the Department for Work and Pensions (DWP) Work Academy to help them prepare for future work placements
- Regular liaison with local colleges and school allow for smooth transition
- All local colleges are invited to a careers evening and afternoon
- Parent carers are signposted to events and opportunities at local colleges through flyers, posters etc.

### **Benchmark 8: Personal guidance**

- Independent face-to-face careers guidance, to help make successful transitions, from a qualified unbiased careers adviser
- School will work closely with the Local Authority through the provision of SEND support services: preparing for adulthood
- The Careers Adviser will provide independent careers guidance to all Year 8, 9, 10,11 and Post 16 pupils, and their parent carers
- The Careers Adviser is available for individual appointments with pupils or with parent carers and pupils