



## Careers Education, Information, Advice and Guidance (CIAG) Blessed Edward Oldcorne Catholic College

### Rationale

Careers education and guidance programs play a major part in helping young people choose 14-19 pathways that suit their interests, abilities and individual needs. A robust careers program helps avoid disengagement, puts college learning into a wider and more relevant context, while raising aspirations.

Our program helps our students to plan and manage their careers effectively, ensuring progression which is ambitious and aspirational. It promotes equality of opportunity, celebrates diversity and challenges stereotypes. The policy is guided by the Gatsby benchmarks and conforms to statutory requirements.

### Commitment

Blessed Edward Oldcorne Catholic College is committed to providing all students in Years 7-11 with a program of activities supporting good careers advice and guidance. This will be guided by the Gatsby benchmarks for ensuring best practice.

The current careers program is delivered through a combination of methods under the umbrella of 'Personal Development':

- Through tutor time daily. Tutors have a structured half termly programme of discussion topics and circle time information;
- Dedicated Personal Development lessons in KS4
- Personal Development days for each year group;
- Weekly assemblies from the Senior Leadership Team;
- Through departments in lessons and visits;
- Ambition fortnight / weeks;
- Visits from Post 16 providers including; school sixth forms, sixth form colleges and further education colleges
- Visits from employees and employers;
- 1:1 sessions;
- Taster days;
- Workshops that are provider or subject specific;
- Visits to universities;
- Seminars;
- The use of the Start Program and
- A dedicated google classroom for KS3 Careers and KS4 careers.

### Aims

To help students develop the skills and confidence to make realistic and informed decisions about their futures and to manage the transitions from one stage of their education, training and work to the next.

### Objectives

- To ensure that students develop the skills and attitudes necessary for success in adult and working life;
- To make students aware of the range of opportunities which are realistically available to them in continued education and training at 14+, 16+ and 18+;
- To equip students with the necessary decision-making skills to manage those same transitions;
- To develop an awareness of the wide variety of education, training and careers opportunities both locally and nationally;
- To encourage students to make good use of the paper-based, virtual and staff resources available to them, in order that they can make informed and appropriate choices throughout their college journey;
- To foster links between the college, local businesses and further/higher education establishments;
- To ensure that wherever possible, all young people leave the college to enter employment, further education or training;
- To maintain a culture of high aspirations; and
- To promote equality of opportunity, celebrate diversity, challenge stereotypes and ensure all students who require any extra assistance and guidance to reach their potential, receive it.

### Outcomes

Students should be able to:

- Assess their achievements, qualities and skills;
- Present this information as appropriate;
- Use this information for personal development;
- Recognise and deal accordingly with influences on their attitudes, values and behaviour in relation to work; and
- Recognise the value and impact their activities at college can have on their future.

### Implementation

The college guarantees impartial and independent advice via:

- 1:1 sessions with a trained careers advisor;
- Access for all students and staff to The Start Program and other appropriate sources of guidance;
- Using social media and google classrooms to ensure all students are aware of all open days and events open to them;
- Promotion of independent websites and speakers;
- Workplace visits;
- University visits;
- Taster sessions;
- Access to a wide variety of external speakers offering advice on post 16 opportunities.

All staff have a part to play in the implementation of this policy through their role as tutors and as subject specialists.

### Measuring impact and success

Careers activities and events are reviewed and evaluated throughout the year by staff and students to monitor the impact the program has on students and other key beneficiaries of the program such as employers. The results of these evaluations are used to inform the future development of the careers programme. We also use destination data and questionnaires for current students to ensure our careers provision meets the demands of our students.

## Resources

Careers information and resources are located in the library, on our website, in our dedicated google classrooms and through social media updates. We also host a range of providers to do whole cohort or small group talks.

## Entitlement

Every student at Blessed Edward Oldcorne Catholic College is entitled to a thorough, personalised and aspirational program of careers events throughout their time at Blessed Edward Oldcorne Catholic College. They are given support to follow whichever route they choose at options and post 16.

Parents are welcome to speak to their child's form tutor, Head of Year, a member of the pastoral team, SENCO or the Careers and Aspirations Coordinator if they have any questions or concerns about their child's progress or participation in careers events. They are entitled to have access to information about the options processes - provided via letter, on the college website and at information evenings.

## Careers and SEN provision.

Every student with SEN follows the same program of careers as their peers, with adaption and support from the SEN team where appropriate. Since Blessed Edward Oldcorne Catholic College's careers program is primarily focused on individual choice and personal aspirations it is tailored for young people's needs.

Students who are Pupil Premium, Looked After or have Special Educational Needs may have an interview with a member of SLT or SEN department in Year 9 before the options process to enable early identification of any needs and necessary adaptations, as well as to recognise the careers aspirations of young people with additional needs. If a student has an additional need that current provisions cannot fully address, advice will be sought by our SENCO and Careers and Aspirations Coordinator for guidance on providing the best support.

A large number of events, integrated into the college careers program, will offer providers an opportunity to come into college to speak to students and/or their parents or carers.

All staff have a duty to play their part in students' progress through the careers curriculum, for example:

- Form tutors monitoring the progress of their tutee's career aspirations;
- Subject teachers linking their curriculum subject to careers and ensuring students realise what skills their subject is promoting, as well as the opportunities a qualification in a subject can provide;
- Providing references for an application;
- Monitoring progress and conducting one to one interviews to ensure students are on track and assisting them with post-16 pathway;
- Members of the Senior Leadership team ensuring a whole-college focus on careers education and supporting CIAG development and
- Coordinating CPD to ensure all relevant staff are trained appropriately with regards to careers.

## Staff Training

Opportunities are provided for attending further training courses and these are monitored and reviewed.