



Careers Education, Information, Advice & Guidance

	Position/Committee	Date
Prepared by	Dr. Kate Smith	March 2024
Approved by Chair of Committee	Local Governing Body	March 2024
To be Reviewed	Every 2 years	March 2026

CAREERS EDUCATION, INFORMATION, ADVICE & GUIDANCE AT CRAWSHAW ACADEMY

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
- Raising aspirations
- Promoting equality, diversity, social mobility and challenging stereotypes
- Enabling young people to sustain employability and achieve personal and economic wellbeing throughout their lives

Purpose:

Crawshaw Academy is committed to career learning and development and fulfils its statutory obligations. Careers' learning supports the school's overall vision and is linked to 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 is supported by a link governor – Harvey Thompson. A middle leader has strategic responsibility for CEIAG working as Careers Lead. The school has responsibility for securing its external careers guidance service (delivered through Shine, Aspire-igen). Senior leaders and the 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.

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

Statutory requirements:

- ✓ CIAG is delivered to students in Year 7-11 through designated Enterprise lessons and as part of the cross curricular Curriculum for Life programme of study. This is complemented by planned assemblies and Tutor Time activities.
- ✓ Destination data is collated and reported within the required deadlines, including progression updates.
- ✓ Provider Access Policy - this can be found on the school website

Curriculum Provision:

There is a planned CEIAG programme across years 7-11, this incorporates the national framework for implementing an 11-19 entitlement to IAG in England and meets 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 Guidance:

Impartial and independent careers guidance is accessed through the school's Careers Professional, this is also available at selected Parent's Evenings.

Partnerships:

The policy recognises the range of partners that support CEIAG within our school. These include:

- ✓ Formal arrangements with our level 7 qualified Careers advisor
- ✓ Parents and carers
- ✓ Liaison with Further and Higher Education institutions
- ✓ Employers and training providers
- ✓ Others specific to our school: Leeds City College, Huddersfield and Leeds Trinity Universities, Leeds City Region Enterprise Partnership and many others
- ✓ These links support us in securing additional access to face to face external specialist careers guidance as stated in the Education Act 2011 for our disadvantaged students as defined by the school's governing body.

Implementation of Careers Education, Information and Guidance:

- ✓ CEIAG is delivered across the curriculum in Years 7 to 11, to provide both a range of opportunities specific to a year group and across the whole school, it is complemented by an appropriate Independent Careers Adviser and is delivered in the following ways:

- Personal guidance 1:1 interviews will be available for Year 10 and 11
- Individual and group Personal Guidance sessions for identified SEND/ PP students in Year 9 and 10 through school and self-referral.
- Assemblies, group sessions and talks to year groups arranged by the Careers Lead.
- The promotion of opportunities to subject areas and Year Managers through internal email. External events, articles and advertisements are communicated by the Careers Lead.
- Liaising with FE providers and collating information on behalf of the school for reporting Destinations Measures data.
- Close liaison with the SEND department to support students with additional needs and personalised liaison with FE and specialist local providers to enable a smooth transition for the student. Parents are involved in this process.