



# Wadham School

## Careers Education, Information, Advice and Guidance 2023-2024

Who is Responsible?	Curriculum and Outcomes
Statutory Policy?	Yes
Review Timescale	Every year
Approval Date	
Next Review	
Governor sign off	
Headteacher sign off	

Signed .....

Date: .....

## **Contents**

<b>Introduction .....</b>	<b>3</b>
Rationale .....	3
Overview of Legal Requirements – Statutory Duty .....	4
 <b>Purpose.....</b>	 <b>5</b>
Aim .....	5
Commitment .....	5
Key Personnel.....	5
 <b>Entitlement Statement .....</b>	 <b>6</b>
As a student, you are entitled to expect that Wadham school will:.....	6
Members of Wadham School staff will expect, you, our student to: .....	6
As a parent/carers, you are entitled to expect that Wadham School will: .....	6
As an employer, you are entitled to expect that Wadham School will: .....	6
 <b>The Gatsby Benchmarks .....</b>	 <b>7</b>
 <b>Links with Other Policies.....</b>	 <b>7</b>
 <b>Resourcing .....</b>	 <b>7</b>
 <b>Staff Development.....</b>	 <b>7</b>
 <b>Monitoring, Review and Evaluation.....</b>	 <b>7</b>
 <b>Review Date.....</b>	 <b>7</b>



CEIAG is the key behind each young person's 'Hope' for the future.

Aspirations are driven from the education of pathways for each individual.

CEIAG is strongly linked to the core values of Wadham School and is supported by all of the work done in lessons, extra-curricular activities and events.

### **Introduction**

This policy sets out the detail and the rationale behind the whole school approach to Careers Education, Information, Advice and Guidance (CEIAG), fulfilling the Statutory Careers Guidance and Access for Education and Training Providers (2018) framework.

### **Rationale**

The Careers Strategy sets out that every school and academy providing secondary education should use the Gatsby Charitable Foundation's Benchmarks to develop and improve their career provision. <https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>.

This statutory guidance has been restructured around the benchmarks with information on what schools need to do to meet each one. The Gatsby Benchmarks are not a statutory framework, but by adopting them, school and be confident that they are fulfilling their legal duties: the existing duty to secure independent careers guidance and the new duty to provide opportunities to a range of providers of technical education and apprenticeships to access pupils to inform them about technical education qualifications or apprenticeship. **(Careers guidance and access for education and training providers, Statutory guidance for boards of governors, school leaders and school staff October 2018).**

A successful careers guidance programme will also be reflected in higher numbers of pupils progressing to positive destinations such as; apprenticeships, technical routes, sixth form colleges, further education colleges, university or employment. Destination measures provide clear and comparable information on the success of schools in helping all of their pupils take qualifications that offer them the best opportunity to continue in education or training. We KS4 and 16-18 (KS5) education destinations in performance tables on gov.uk, meaning that they are becoming an established part of the accountability system. **(Careers guidance and access for education and training providers, Statutory guidance for boards of governors, school leaders and school staff October 2018).**

To ensure we are meeting the requirements of our students and statutory expectations, Wadham school is committed to providing high quality IAG, careers education and careers guidance which also actively involves parents.

## Overview of Legal Requirements – Statutory Duty

1. The Education (Careers Guidance in Schools) Act 2022 comes into force on 1<sup>st</sup> September 2022. The Act amends the existing duty, in Section 42A of the Education Act 1997, that requires maintained schools, special school and pupil referral units in England to secure independent careers guidance to pupils in school years 8 to 13. The Act extends the duty to all pupils in state-funded secondary education, meaning that schools must now secure independent careers guidance from year 7.

2. The board of governors must ensure that the independent careers guidance provided:

- is presented in an impartial manner, showing no bias or favouritism towards a particular institution education or work option;
- includes information on the range of education or training options, including apprenticeships and technical education routes;
- is guidance that the person giving it considers will promote the best interests of the pupils to whom it is given.

3. The Technical and Further Education Act 2017 inserts section 42B into the Education Act 1997 and came into force on 2 January 2018. This new law requires the proprietor of all schools and academies to ensure that there is an opportunity for a range of education and training providers to access all pupils for the purpose of informing them about approved technical education qualifications or apprenticeships.

4. The proprietor must prepare a policy statement setting out the circumstances in which education and training providers will be given access to pupils, and to ensure that this is followed. The policy statement must be published and must include:

- any procedural requirement in relation to requests for access;
- grounds for granting and refusing requests for access;
- details of premises or facilities to be provided to a person who is given access.

5. The proprietor may revise the policy statement from time to time. The proprietor must publish the policy statement and any revised statement.

6. The School Information (England) Regulations 2008 require schools to publish information about the school's careers programme. This information must relate to the delivery of careers guidance to year 7 to 13 pupils in accordance with Section 42A of the Education Act 1997. For the current academic year, you must include:

- the name, email address and telephone number of the school's Careers Leader
- a summary of the careers programme, including details of how pupils, parents, teachers and employers may access information about the careers programme
- how the school measures and assesses the impact of the careers programme on pupils
- the date of the school's next review of the information published

## **Purpose**

The purpose of CEIAG at Wadham School is to support students to make realistic and well-informed decisions about their future.

## **Aim**

Our aim is that all students will leave Wadham School with the skills and knowledge required to support their entry into further education or an apprenticeship, and then, if they choose to, entry into higher education, or an appropriate alternative, and eventually into rewarding and fulfilling employment. CEIAG must respond to the needs of each individual student and help each one of them make positive progressions and appropriate choices. This is particularly important at key transitions such as; Key Stage 4 GCSE options and post 16. The Careers Policy for Wadham School ultimately aims to provide outstanding, personalised careers education, information, advice and guidance for each and every pupil within the school, paying particular attention to those disadvantaged students that are; vulnerable, Pupil Premium, SEND, travellers, in the care of the local authority (child looked after), under achieving and are risk of NEET and anyone else identified requiring additional transitional support to make a positive post 16 transition. This list is not exclusive to these groups and can be added to.

## **Commitment**

Wadham School are fully committed to providing a high quality and stable careers education, information, advice and guidance programme and as such utilise the Statutory Careers Guidance and Access for Education and Training Providers (2018) framework as a minimum starting point for our provision rather than the limit of our potential. This is supported by the Governors and the Senior Leadership Team.

## **Key Personnel**

The careers strategy sets out that every school needs a Careers Leader who has the skills and commitment, and backing from their senior leadership team, to deliver the careers programme across all eight Gatsby Benchmarks. Every school is expected to name this Careers Leader and publish contact details on their website from September 2018. As such, Wadham School have the following key career-based personnel:

Careers Lead: Simon White

CEIAG Adviser, Wadham: Beth Church

CEIAG and Work Experience Coordinator: Sue Kinglake

Head of Year, Year 7: Colin Jackson

Head of Year, Year 8: Keith Allington

Head of Year, Year 9: Sian Gray

Head of Year, Year 10: Jo Osborne

Head of Year, Year 11: Keri Wright

Head of Year, Sixth form: Harri Isack

PD Lead; Lucy Martin

Assistant Headteacher, Personal Development: Nicola Finch

This list is not exhaustive, and all staff are expected to fulfil the requirements of the School's careers policy and promote good quality CIAG.

## **Entitlement Statement**

As a student, you are entitled to expect that Wadham school will:

- Treat and respect you as an individual
- Promote and practice equal opportunities for all young people regardless of; gender, age, race, gender reassignment, disability, religion / belief, sexual orientation
- Provide you with the opportunity to learn the skills and gain the knowledge you will need to secure; further education, training and employment after leaving school
- Offer you support as you need it
- Guarantee you access to careers information, advice and guidance which is up to date, comprehensive and unbiased, including labour market information.
- Ensure you have access to professional and expert guidance when you need it and is in a timely manner
- Guarantee access to information about all GCSE option choices and a wide range of post 16 pathways open to you once you have left school and beyond.

Members of Wadham School staff will expect, you, our student to:

- Be active in helping yourself as well as school supporting you
- Be prepared to be realistic in considering the range of options available and in making choices about them
- Be prepared to learn and stretch yourself in order to reach your potential
- Be punctual and consider of others

As a parent/carer, you are entitled to expect that Wadham School will:

- Enable you to take an active part in the processes described above
- Attend parents' evenings and other events
- Attendance to your son / daughters' careers interview, if you wish

As an employer, you are entitled to expect that Wadham School will:

- Actively promotes successful working relationships with providers of employment, including local, national and international businesses

## **The Gatsby Benchmarks**

All students are entitled to careers education and information, advice and guidance that is impartial and confidential. It will be integrated into students' experience of the whole curriculum and will be based on a partnership with students and their parents/carers. The programme will raise aspirations, challenge stereotyping, promote equality and diversity, inclusion and anti-racism. To achieve this, the school will use the Gatsby Benchmarks.

### **The eight Gatsby benchmarks of Good Career Guidance**

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

## **Links with Other Policies**

This policy is supported and underpinned by key school policies including those for teaching and learning, safeguarding, assessment, equal opportunities, health and safety, gifted and talented and special needs.

## **Resourcing**

The school are committed to continuing the current level of CEIAG resourcing, including both staff and financial backing. This is part of our three-year financial plan and significant advanced warning will be provided if this resourcing is to change.

## **Staff Development**

Staff will be provided with CEIAG training and updates on a rolling basis. Beth Church completed and achieved the Level 2 Career Leadership qualification during the 2019-2020 academic year.

## **Monitoring, Review and Evaluation**

Wadham School is committed to the continual monitoring, review and evaluation of all areas of the school, including the Careers programme. We undertake regular evaluation of our careers impact and include staff, students and parents feedback. We undertake the Compass Evaluation on a termly basis to track and monitor our progress towards achieving the Gatsby Benchmarks.

## **Review Date**

This Policy will be reviewed every 2 years