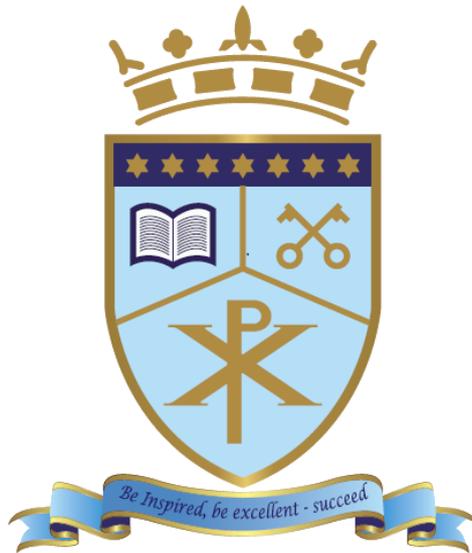


# All Saints Catholic College



# Careers Education and Guidance Policy

Approved by Governors:

September 2021

Date reviewed:

23<sup>rd</sup> June 2022

Date for further review:

Summer 2023

## **VISION STATEMENT**

All Saints Catholic College has a crucial role to play in engaging and preparing learners for transitions into the next stage of their education, training, or employment. Careers Education, Information, Advice and Guidance (CEIAG) are an important and integral part of all learners' entitlement and learning here at All Saints.

All careers information is presented impartially and includes information on the full range of post 16 and post 18 education and training options, giving each individual pupil the knowledge to fulfil their career aspirations.

Through a structured programmed of careers education and individualised guidance we are committed to providing the appropriate activities, opportunities, and experiences to enable learners to make well informed decisions to successful transition from each key stage in their career path.

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## **CAREERS EDUCATION & GUIDANCE POLICY**

### **1. Rationale**

All Saints Catholic College is committed to the provision of a comprehensive programme of Careers Education and Guidance for all of its pupils which will provide them with the knowledge and skills required to make informed decisions at different stages in their education and which will prepare them for adult life, further/higher education and employment.

### **2. Aims**

- To help learners remain engaged in their education and have a better understanding of lifelong learning.
- To develop learners through careers, employability, and enterprise education.
- To facilitate learning for all students about careers and the world of work.
- To raise aspirations and awareness of the full range of post- 16 and post -18 opportunities.
- To enable learners to make considered choices by the end of all key stages and help them plan and manage their transitions to new roles and situations.
- To assist learners to identify and develop their career management, employability, and enterprise skills.
- To help learners to value difference and diversity between people relating to the values of Christ.
- To build and develop learners' knowledge and understanding of the modern labour market, how it operates, what it has to offer and its pitfalls.
- To enable learners to have a better understanding of local, national, and global labour markets, how to access Labour Market information (LMI) and to understand the impact of LMI when making career decisions.

- To prepare learners for the world of work by giving them the skills they require to navigate an uncertain landscape of employment opportunities.
- To help learners develop a broad knowledge of employment sectors and careers and an understanding of how careers are built and how long they can take to progress and develop.
- To support all learners to make successful transitions into positive destinations.

### **3. Principle**

At all times, the content of the Careers Education and Guidance programme will be supported by liaison with the Careers Service, Teaching Staff Industry, Parents and Colleges. It will incorporate the use of videos, visiting speakers and industrial visits where relevant.

### **4. Application and Practice**

Entitlement - Years 7-11

All pupils will, at the relevant stages in their school life, have access to:

1. A Careers Programme
2. A Careers Library – where possible
3. Careers Officer / Careers Co-ordinator consultation
4. Practice Interviews
5. Guidance Days
6. Liaison with colleges/industry
7. Individual guidance interviews with a Careers Officer
8. Vacancy Displays.
9. Careers Conventions.

### **5. Delivery**

The delivery of Careers Education and Guidance will make use of a variety of approaches:

1. Through timetabled citizenship lessons throughout the academic year
2. Through subjects organised via the careers champion for that department
3. At specific events linked to the bespoke PSHE calendarized events by the Careers Advisor in tutorial/small group situations.
4. Through individual consultation with the Careers Co-ordinator/Careers Officer.
5. By encouraging pupils' own resourcefulness through access to the Careers library and online resources.
6. Individual guidance interviews by the Careers Advisor in year 11, 10 and where possible year 9.

## 7. By classroom displays relating occupations to subjects

In line with the Gatsby Benchmarks linked to the evaluation of the teaching of Careers, the National Careers Standards and our Catholic Values we have endeavoured to develop a programme for students that incorporates both a taught careers package and events linked to careers. Our delivery is regularly reviewed using the national compass tool with support from our enterprise co-ordinator.

The 8 Gatsby Benchmarks are:

- A stable careers programme.
- Learning from career and labour market information.
- Addressing the needs of each pupil.
- Linking curriculum learning to careers.
- Encounters with employers and employees.
- Experiences of workplaces.
- Encounters with further and higher education.
- Personal guidance.

## 5. **Evaluation**

The Service Level Agreement drawn up between the school and the Careers Service will be adhered to and reviewed annually. The programme will be regularly reviewed through discussion with Departments, pupils and the Careers Officer. The policy will be reviewed on an annual basis by the Head of Careers and the Governing Body of the school.