

Careers Education and Guidance Policy (DRAFT)

2023 - 2024

Rationale

Careers education and guidance is vital to our young people and the economy. They face more options than ever before in education, training and employment and it therefore suggests that good careers education, guidance and employer engagement opportunities enables them to make choices wisely, motivates and helps them to achieve their potential. It also gives employers the confidence and understanding that their prospective staff are prepared to enter the workplace with the appropriate qualifications and work readiness skills.

Students are made aware of life opportunities through subject teaching, personalized careers information, advice and guidance and employer engagement activities. The Academy works closely with CSW Group, community partners and employers and all students are offered impartial careers interviews, a range of employer engagement experiences, Higher Education visits and workshops as well as dedicated careers lessons delivered as part of our PSHE programme. The Academy offers both printed and electronic information resources on a wide range of topics associated with progression; held and disseminated on our website and within the Learning Resource Centre.

Commitment

- Lipson Cooperative Academy is committed to providing high quality impartial careers guidance for all students in partnership with CSW or any other appropriate external agency in accordance with section 42A of the Education Act 1997.
- The Academy is committed to adhering to the following guidance:
 - The Quality in Careers Standard – Investor in Careers
 - Careers Guidance Provision for Young People in Schools – last updated October 2018
 - Framework for Careers, Employability and Enterprise Education – Career Development Institute
 - Gatsby Career Benchmarks – Careers and Enterprise Company
- Lipson Cooperative Academy is committed to maintaining a recognised quality award for careers education, information, advice and guidance and has held the Investor in Careers Standard since 1998.
- Lipson Cooperative Academy is committed to ensuring that we meet the statutory requirements stipulated in Section 42B of the Education Act 1997 giving opportunities “for a range of education and training providers to access registered pupils during the relevant phase of their education for the purpose of informing them about approved technical education qualifications or apprenticeships.”

Provider Access Legislation

The updated Provider Access Legislation came into force on 1st January 2023 and mandates schools to provide opportunities for all young people to explore all pathways The Skills and Post-16 Education Act 2022 sets out new requirements on the number and types of encounters schools will need to deliver for their students with providers of technical education or apprenticeships. The legislation specifies schools must provide at least six encounters (two in each Key Stage) with approved providers of apprenticeships and technical education for all their students.

- The Academy will ensure that the encounters are offered to all students, be with providers of ‘approved technical education qualifications or apprenticeships’, take place during the school day and be face-to-face.
- Students will be given information about the provider and their approved technical qualifications or apprenticeship, information about the careers to which qualifications or apprenticeships might lead and include a description of what learning or training with the provider is like. There must also be opportunity for two-way communication.
- Information as to how employers and providers can contact the Academy is on the Careers section of the Academy’s website, together with a list of all the employers currently linked with the school. The Careers Leader email/telephone number should be the first point of contact for all employers, including any complaints which will be escalated to the SLT link for Careers Education and Guidance if necessary.
- The Academy will offer providers the opportunity to attend assemblies, careers fairs and any other suitable event. If it is not possible to host providers at the time of request, e.g., examination periods and lack of a suitable space, the Academy will work with the provider to ensure an alternative date.

Student Entitlement

Students at Lipson Cooperative Academy will benefit from:

- Access to a range of activities that inspire them, including employer talks and visits, careers fairs, motivational speakers including alumni, college and university visits and workshops
- Links (in-person and virtually) with local employers to help boost motivation for learning, employability skills and learn about the range of workplace roles and opportunities available
- A core careers programme including information, advice and guidance delivered at key transition points (Years 9, 11, and 13)
- Links to regional Higher Education institutions via the Next Steps Initiative, offering visits to universities, subject taster days, e-mentoring as well as UCAS application support in Year 12 and 13.
- Impartial information advice and guidance on all opportunities available at transition points, including apprenticeships, further education, training providers, other sixth forms, employment market, higher education and gap years.
- Links to Russell Group institutions via Exeter Progression, Bristol University Contextual Offer, Reading Scholars, Sutton Trust, Uniq, Villiers Park, Access to Southampton, Westcountry Access Initiative with Downing College (University of Cambridge) and Exeter College (University of Oxford)
- Access to the CSW Enterprise Scheme including work experience provision, specifically during Year 10 and Year 12/13.
- In-school impartial advice and guidance from a specialist Careers Advisor, outsourced from CSW Group.
- Coordinated support from external agencies including the local authority where students are vulnerable, have special educational needs or are at risk of becoming NEET.
- Online and printed information resources held on the Academy website and disseminated within the Learning Resource Centre.

Implementation and Delivery

The Careers Leader is responsible for ensuring that a core Careers education and guidance programme is available to all students, working alongside the Head of PSHE and answering to the senior leadership team and the governing body as well as liaising directly with CSW Group and the Academy’s Enterprise Advisor. The teacher responsible for Business and Employability coordinates the work experience programme in Years 10 whilst the Head/Deputy Head of Sixth Form implements the offsite training and work experience for relevant students in Year 12 and 13. Heads of Years and

Heads of Faculties are responsible for liaising with the Careers Leader to provide age and subject specific education and employer engagement whilst all teaching staff are required to deliver careers education and guidance through their roles as tutors and subject teachers.

How the school measures and assesses the impact of the careers programme on pupils

- The CEIAG policy is reviewed every year, with the partnership with CSW regarding impartial advice and guidance revised each year as part of the Academy's statutory requirements.
- The careers education and guidance programme is reviewed annually as part of the whole Academy focus on the curriculum and tutorial programme with the aim being to identify gaps and meet all the Gatsby benchmarks.
- Destination data for Years 11 and 13 is reported annually, in partnership with CSW and the local authority and is used to identify gaps in provision and assess impact of careers programme on students.
- Annual evaluation of careers education, guidance and employer engagement is also undertaken with all stakeholders (students, parents/carers, staff and community links) via Google Forms and face to face meetings.