

Sir Jonathan North College Careers Policy

Careers education and guidance programmes play a major part in helping young people choose pathways that suit their interests, abilities and individual needs. A robust careers programme helps meet the needs of individual students, enabling them to transition successfully to education or training.

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

Context

The careers provision at Sir Jonathan North is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997. This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should be independent, accurate and impartial.

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. The programme has been developed in line with the eight Gatsby benchmarks for ensuring best practice and to meet the requirements of the Department for Education's statutory guidance 2018.

The Gatsby Benchmarks:

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

We are proud to be working with Leicester and Leicestershire Enterprise Partnership , the Careers Hub, Connexions and the Enterprise Advisor Network. These partnerships mean that our students receive the most up-to-date information on the local labour market, apprenticeships, and opportunities for further and higher education; the school also has access to extensive networks for CPD and sharing of best practice.

Aims:

- To prepare all students for future success in education, employment or training;
- To enable all students 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;
- To provide unbiased careers guidance and quality opportunities for encounters with the world of work;
- To raise aspirations for all students, especially those from disadvantaged backgrounds and on the SEND register.

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 in students 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 school journey;
- To foster links between the school, local businesses and further/higher education establishments;
- To enable students to experience the world of work and develop transferable skills;
- To ensure a successful transition to post-16 education or training;
- To maintain a culture of high aspirations;
- 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.

Delivery:

CEIAG is delivered through a combination of methods:

Years 7 – 8: assemblies, subject specific trips and in-school enrichment eg.

Trips to Higher Education establishments for targeted students, STEM workshops, Dynamic DNA workshop, DT Design workshops

Year 9: In addition to the above, Year 9 students have discreet IAG lessons in which the following topics are covered:

- Employability Skills
- My Skills and Qualities

- Understanding the Options process
- Use of [www.start](http://www.start.com) to help identify personal skills and qualities
- Understanding Job Adverts
- Making a successful 'business' call to an employer
- Child Employment Laws
- Child Workers overseas
- How the tax system works and issues raised by the current system and spending priorities
- Employment law
- Consumerism and Consumer Laws
- Financial Capability
- 'What's my Line' – a careers networking event during which students spend the morning interviewing 7 employers from a variety of industries and backgrounds.
- Opportunity to take part in Duke of Edinburgh Bronze Award
- Our Connexions worker has introductory appointments with students identified as vulnerable or potential NEETS.

Year 10

Extra-curricular offer

- One week Work experience
- Opportunity to take part in Young Enterprise Award
- Talk from local further education providers
- Talk about Apprenticeships
- A mock interview with local employer
- Assembly by local employer
- Lunchtime talks

In addition to the above, Year 10 receive 13 weeks of specific CEIAG lessons, during which they cover:

- Understanding the importance and purpose of CVs, and completing one.
- Completing research about post-16 options, looking in detail at different post-16 pathways, providers and personal options.
- Understanding interview techniques, with the opportunity to take part in a mock interview with a local employer.
- Understanding of employment law, and protected characteristics.
- Use of www.start.com to explore future pathways

Year 11

Students are supported with their post-16 applications in the following ways:

- an appointment with the Connexions Advisor
- a providers fair during which they can speak to both FE and HE providers as well as the local Apprenticeship Hub.

- lunchtime talks from local FE providers and Apprenticeship Hub
- support with applications during lesson time, with information and guidance also available on the website for parents and students;
- workshop on 'Building a Professional Profile on Social Media' led by the school's Enterprise Advisor
- In addition, many of our students participate in National Citizenship Scheme (NCS), following assemblies and lunchtime promotions. We have recently received the Silver Award for participation.

Careers and SEN provision

- Every student with SEN follows the same programme of careers as their peers, with adaption and support from the SEN team where appropriate.
- Students with SEND have an interview with a member of SLT 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. Where any extra intervention is deemed necessary, they are prioritised for an appointment with the Connexions careers adviser.
- The SENCO meets with parents/carers to discuss option suitability where their need is likely to have an impact on their choices during the option process.
- The SENCO supports the development of work experience placements, ensuring that providers are aware of individual needs, highlighting any considerations that need to be made and promoting a positive experience.

Monitoring, Review and Evaluation

- Lesson evaluations from students in Year 9-11
- Parents feedback at Achievement Evening
- Lesson observations
- Student voice activities are conducted with students from various year groups at least once a year;
- Student feedback from whole year-group opportunities eg, 'What's my line?', Work Experience and Mock Interview
- Destination data received from Connexions and DfE analysed and reported to Governors

Link with Local Governing Body

All changes to the careers policy are approved by the local governing body and they are regularly informed about the progress of the careers programme via visits to the school and reports/presentations delivered by the Careers Lead.