

# Careers Policy 2020



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## Rationale:

The Peak Education careers education programme provides our pupils with the opportunity to plan and manage their careers effectively, ensuring progression which is ambitious and aspirational. It promotes equality of opportunity, celebrates diversity and challenges stereotypes. It is designed to meet the Gatsby benchmarks and conforms to statutory requirements.

## Context:

Peak Education is committed to providing all pupils in Years 7-13 with a careers programme which is embedded into the curriculum and includes a variety of enrichment activities. 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 career 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.

## Aim:

We aim to support pupils to make realistic and informed decisions about their future, by raising aspirations and providing impartial and independent information and guidance.

## Objectives:

To ensure that pupils:

- Develop the skills and attitudes necessary for success in adult and working life
- Are aware of the range of opportunities which are realistically available to them in continued education and training at 14+, 16+ and 18+
- Are equipped with the necessary decision-making skills to manage those same transitions
- Develop an awareness of the wide variety of education, training and careers opportunities both locally and nationally.
- Use effectively the paper-based, virtual and staff resources available so they can make informed and appropriate choices throughout their school journey
- Benefit from links fostered between the school, local businesses and further education establishments
- Experience the world of work and develop transferable skills
- Wherever possible leave the school to enter employment, further education or training
- Experience a culture of high aspirations, equality of opportunity, in which diversity is celebrated and stereotypes are challenged
- Receive extra assistance and guidance to reach their potential, where this is necessary

## Provision:

The current careers programme is delivered through a combination of methods including career focused days, work-based encounters and START online careers resource, individual 1:1 careers advice and explicit careers lessons in KS4 and KS5 which is IEP led. The school holds an annual careers fair which is attended by a range of colleges, training providers and workplace representatives. Guidance is provided at key transition stages.

Embedded into the careers programme are opportunities for all students to gain accreditation through ASDAN and Princes Trust. Students have the opportunity to develop skills in self-development, careers planning and exploration, employability, letter writing, completing applications, interviews and work experience, volunteering and enterprise. Through START students can store a record of their achievements, both in and out of school, to enhance their CV.

## Roles & Responsibilities:

All staff contribute to the implementation of this policy through their role as tutors and as subject specialists. Subject specialists embed careers into their subject area. A range of connections between Higher education providers and employers are forged and developed to support the curriculum through KS3 to 5.

## Careers Team:

Julie Jones: SLT lead and strategic lead for careers

Aimee Mason: Work Experience Coordinator

## Monitoring, Recording & Evaluation:

Students engage with ASDAN, START and Princes Trust and progress is recorded and monitored by their career tutors and the strategic lead for careers. Visits from independent careers advisors and attendance at events are monitored and recorded by the strategic lead for careers. Opportunities for students and parents to evaluate the careers provision are available through Class Dojo, Annual Parent Survey and Student Voice. Leavers destination data is analysed to provide insights into emerging trends.

## Careers Entitlement:

### **Pupils attending the School are in their careers programme entitled to:**

- Receive a stable careers programme from Year 7 that continues until they leave school.
- Receive relevant careers guidance and have access to independent careers information and guidance, including labour market data where relevant.
- Receive personal advice that helps pupils to achieve their individual careers goal – whether this is Higher Education, an apprenticeship or employment.
- Be equipped with the necessary skills to prosper in HE and employment.
- Have the relevant knowledge to make realistic and achievable goals based on their own interests and skills, whilst taking into account local job market information and relevant entry requirements.
- Receive up-to-date information about careers and skill-development opportunities.

- Understand how different subjects help keep different options open.
- Have access to additional help, whether this need is generated from a change of decision, personal circumstances or additional needs.
- Have meaningful and helpful encounters with employers and other education providers.
- Have a minimum of one week's work experience, with the opportunity for a second.

**Students are expected to:**

- Fully engage with careers lessons and activities.
- Utilise the available careers resources.
- Record careers-related skills, participation and research, reflect upon what has been learnt.
- Identify and set goals for the future.
- Actively participate in workshops, presentations and visits from external employers or providers.
- Attend informative events such as Options Evening and Careers fairs.
- Take advantage of opportunities offered outside school, such as school trips and projects.
- Regularly review and update their profile on the START online careers resource – utilising it at home where possible

**Parents are entitled to have:**

- Access to links to the National Careers Service information and other independent websites and resources via the school website.
- The opportunity to contact the independent careers advisor, careers lead and careers coordinator.
- Access to information and guidance through parent information evenings.
- Access to their child's START account.