



Careers Policy

POLICY REVIEW AND ADOPTED BY MANAGEMENT COMMITTEE	DATE
REVIEWED:	September 2022
REVIEW FREQUENCY:	3 Yearly
DATE OF NEXT REVIEW:	September 2025
RESPONSIBLE OFFICER / REVIEWED BY:	Headteacher / Careers Lead

Introduction

Rise Carr College provides education and support as a Pupil Referral Unit, a SEN Unit and as an alternative provision, to ensure that every learner has the opportunity to reach their full potential. RCC works with students who are particularly vulnerable to becoming Not in Education, Employment or Training (NEET).

Independent careers advice and guidance is central to the success of our students as they move towards their post-16 progression routes. Our core aim is that all students acquire the skills, knowledge and attitudes to manage their career and personal aspirations. We will support students in making informed choices by providing access to impartial and independent information and guidance about the range of post-16 pathways and providers available to them.

This policy sets out the school's arrangements for managing the access of providers to students at the school for the purpose of giving them information about the providers' education or training offer. This complies with the school's legal obligations under The Education Act 2011 and Careers Guidance and access for Education and Training Providers 2018.

The main aims of careers education, information, advice and guidance (CEIAG) at RCC are to:

- Prepare students for life and work
- Develop and understanding of different careers pathways
- Develop an understanding of the differences between college provision, apprenticeships and work with training
- Inspire students to fulfil their aspirations and pursue their dreams
- Help students to access information on the full range of pot-16 education and training opportunities available to them
- Support students after leaving school
- Offer differentiated support to all students with specifically targeted work for those who are most vulnerable of becoming NEET
- Instil a healthy attitude to work and further study

Student entitlement

All students are entitled to find out about a range of technical and academic education qualifications and pathways and opportunities as part of a careers programme which provides information on the full range of education and training opportunities available at each transition point.

All students are entitled to hear from a range of local providers about the opportunities they offer, through a range of visits, talks, information sessions, events and tasters (please see Provider Access Statement).

All students are entitled to be supported in understanding how to make applications for a full range of academic, technical and vocational courses.

We are committed to ensuring that RCC continues to meet the requirements outlined in the Gatsby Benchmarks by providing:

- 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) Experiences of workplaces
- 7) Encounters with further and higher education
- 8) Personal guidance

Responsibilities

All staff in school have the responsibility to contribute to the overall careers programme within school.

Careers Team

Sally Hudson Headteacher (Senior Careers Leader)

Kirsty Dunn (Careers Leader)

Alison Dixon (Attendance and Progression Officer)

Carl Colmer (Work Experience Officer)

Su Gill (CEIAG Governor)

CareerWave (External independent careers advisors)

The Management Committee have the overall responsibility for overseeing the Careers Education Programme.

Teaching staff have the responsibility for the delivery of careers education by embedding careers education into their subject area and contributing to the effectiveness of the overall programme.

Monitoring

The careers team meet on a regular basis to develop, monitor and evaluate CEIAG across the school. Progress towards the Gatsby Benchmarks is evaluated using the online Compass tool (as recommended in Careers Guidance and Access for Education and Training Providers January 2018).

Curriculum

In line with Gatsby Benchmark 1, our curriculum includes:

A set scheme of work that is rolled out across all year groups. Key Stage 3 will work on exploring careers and job roles and where they can be found in the area that they live. They will also learn about the skills and attitudes that employers are looking for and how to develop their skills in daily life. Visits to local employers are available and local employers are also invited into school to share their career path and talk about their company, giving students a little more insight into the world of work.

Key stage 4 curriculum includes all of the above developing on from Key Stage 3 but also will include work on more specific career choices, on line careers advice, individual careers meetings, visits to careers fairs, visits to post-16 education and training providers.

Targeted support for students at risk of becoming NEET will include:

- Close working with the Local Authority to identify those students who are in need of targeted support, and/or at risk of becoming NEET
- Close working with the Local Authority to establish ways of referring identified students for intensive support from a range of local providers
- Ensuring that students are aware of financial support available to them e.g. 16-19 Bursary Fund, care leavers support and free school meals, and who to contact to access the support
- Support for student with SEND in developing skills, experience, attitudes and qualifications needed to pursue their chosen career.
- Additional targeted 1-1 advice and guidance support for those most at risk of disengagement from education and training

Staff CPD/Partnership working

Staff CPD will be identified through Performance Management, staff appraisal and career team meetings. CPD supports the School Development Plan. Key staff also attend the local CEIAG Network and the TVCA Hub events to share good practise with other local secondary schools and careers providers. We are also working with Careerwave to support our CEIAG approach as well as our Enterprise Coordinator and Advisor and a range of Post-16 partners. The Headteacher has completed the Level 6 Certificate in Careers Leadership. Other staff are completing the Level 3 Diploma in Career Guidance and Development as well as accessing relevant qualifications such as Health and Safety in the Workplace.