



LAT CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE POLICY (CEIAG)

Last reviewed: March 2019.
Date of next review: June 2021.

Introduction

The Education Act 2011 inserts a new duty, section 42A, into Part VII of the Education Act 1997, requiring schools to secure access to independent careers guidance for pupils in years 8-13. Careers guidance must be presented in an impartial manner and promote the best interests of the pupils. This must include information on all options available in respect of education or training, including apprenticeships and other work-based education and options.

In December 2017 the government's revised publication on the Careers Strategy for England states the new statutory requirements for Schools and Colleges in relation to Careers Guidance and Access.

The Department of Education Statutory Guidance includes how Schools/Academies need to include Work-related Learning as part of the CEIAG programme.

The Leigh Academies Trust (LAT) CEIAG policy adheres to the CDI Framework (Career Development Institute) and manages career learning in-line with the Gatsby benchmarks.

Rationale for CEIAG

Careers education and work-related learning form a significant part of Personal, Social and Health Education in Secondary and Moral, Social and Cultural Curriculum within Primary as well as an integral part of the whole curriculum.

CEIAG is designed to meet the needs of all pupils to develop the knowledge, confidence and skills they need to make well-informed and realistic decisions that enable them to progress into successful learning and work in the future.

A young person's pathway through learning and work requires support, commitment and strong leadership from all involved. All pupils need a planned programme of

activities to help them make informed-decisions and plan their futures, both in the Academy and after they leave. A stable, planned careers programme that is embedded into the wider-curriculum will support the development of pupils' self-awareness, opportunity-awareness, ability to access and interpret careers information, decision-making skills, and effective transition skills.

IAG enhances and compliments wider careers education provision and is currently available from Years 6 to Year 14. It is critical to:

- encourage and support pupils to positively engage in learning opportunities
- help pupils explore and decide on options
- support pupils to choose appropriate post-16 and post-18 destinations
- work towards the prevention of pupils becoming NEET (not engaged in education employment or training) and being disengaged
- support educational improvement for vulnerable groups
- increase social mobility

All Stakeholders have access to student entitlements on the Provider Access Statement.

As part of the CEIAG policy, LAT are committed to a robust work-related learning policy and are committed to developing strong connections with employers who will support the work-related learning within the Trust.

Aims and Intended Outcomes

This policy sets out the aims of Careers Learning across the Trust, with strong adherence to the guidelines set out by the Gatsby Benchmarks. The aims of outstanding, impartial careers education are to:

- empower all learners to plan and manage their own futures
- respond to the needs of each pupil as unique individuals
- support progress at all levels of their education
- provide comprehensive information, advice and guidance
- raise aspirations, build confidence and encourage motivated participation
- actively promote equality of opportunity, social mobility and challenge stereotypes
- build strong partnerships with both Primary and Secondary providers
- involve parents/guardians in the design, delivery and evaluation of CEIAG programmes and activities

The LAT aims to provide:

- a robust, planned and comprehensive CEIAG programme with clear learning outcomes, validated by the National Quality in Careers Standard
- access to independent and impartial guidance for all pupils with emphasis on key decision-making stages
- a partnership approach to CEIAG provision including links with business

- a supportive and empathetic approach to managing transitions and next steps

Our CEIAG programmes aim to be interesting, engaging, informative and varied. They make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life by:

- helping them make successful transitions to adulthood through the development of skills, attitudes and abilities
- providing opportunities to develop self-awareness, confidence and the exploration of opportunities
- enabling them to access and interpret careers and labour-market information, applicable to their personal aspirations and interests
- inspiring them to undertake their own careers research, within their ability
- supporting them to achieve their full potential, giving unique and tailored support to targeted groups or individuals
- encouraging a lifelong learning approach

Delivery

Leigh Academies Trust is committed to the delivery of a comprehensive careers programme that meets the needs of all students, which is included within formalised schemes of work mapped to the most recent National Careers Framework set out by the CDI* (2018) as well as the Gatsby benchmarks and guidelines*.

Delivery of CEIAG programmes across the Trust are designed and delivered with a whole-team approach in partnership with the designated careers leader in each academy, and can take shape in the following ways, (this is not an extensive list of what is on offer):

- tutor time activities
- formalised lessons
- one-to-one impartial IAG
- group work and workshops
- mentoring programmes
- tailored, unique support to specific identified pupils
- talks and visits to and from external providers and businesses.

LAT academies are also strongly committed to the implementation of International Baccalaureate and believe in the ethos it presents. The majority of LAT academies offer IB programmes which actively supports career learning.

LAT Engagement Team

The LAT Engagement Team works with academies within the Trust, where signed partnership agreements are in place. The Engagement Team includes Careers Learning

Development Managers / Advisers as well as Working with Business, and the Leigh Aspire Programme tailored support for identified students.

Working with Business programme, promotes enhanced links between academies and businesses or employers. The Engagement Team will:

- promote links with national and local employers to maximize and broker opportunities
- assist with the development of new business mentoring programmes and existing ones where appropriate
- share data and contacts as appropriate with adherence to GDPR guidelines

Links with the Local Authority

LAT academies also have strong links with Local Authority and other providers who offer support in regard of the raising of the participation age (16-18) which was required by Government from June 2013 in order to:

- promote and encourage participation in education and training of those covered by the duty; and
- have arrangements in place to identify and support those who are at risk of not participating (NEET).

This partnership working includes information sharing as appropriate, working within the guidelines of confidentiality and GDPR. In accordance with Section 13 of the Education and Skills Act 2008, the academies will notify the local authority of any learners leaving an education or training programme before completion.

Professional Development (PD) for Staff

PD requirements in relation to CEIAG are identified through discussion with Line Managers and personal requests. A separate training analysis includes CEIAG and will be provided as appropriate to individual job-roles.

Staff are kept updated about developments related to CEIAG at briefing meetings, training sessions, via staff bulletins and the LAT annual conference. Additionally, there is an on-line folder giving Careers Leaders access to a range of resources, information and support to complete their role successfully, working alongside the careers learning professionals.

Commitment to Quality

The Leigh Academies Trust encourages academies to work towards and maintain National quality standards through the Investors in Careers (IIC) awarding body. Many of the academies have successfully achieved the full award and will have regular reviews with IIC, others are working towards this.

There is a continued commitment by all staff and linked partners to maintain these standards and to monitor, evaluate and develop all the work within in the CEIAG programme across the academy.

Review and Evaluation of CEIAG programme

The quality of careers education is monitored and evaluated by:

- the analysis of the destinations of pupils
- feedback from pupils and parents/guardians
- reports to Academic Standards/governors
- stakeholder surveys to include feedback from businesses
- independent assessment of provision at each academy via the Investors in Careers as mentioned above

This policy was developed and is reviewed regularly through discussions with teaching staff, the pupils, parents, governors, advisory staff and other external partners.

Date of review: **June 2021.**

Supporting Information

***For further information visit:**

<https://www.thecdi.net/Careers-Framework-2018>

<http://www.qualityincareers.org.uk/>

<http://www.goodcareerguidance.org.uk/>

<https://investorincareers.org.uk/>

<https://www.careersandenterprise.co.uk/>

<https://www.gov.uk/government/publications/careers-strategy-making-the-most-of-everyones-skills-and-talents>

<http://leighacademiustrust.org.uk/>