



## BISHOP LUFFA SCHOOL



### CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE POLICY

*'I have come in order that you might have all life – life in all its fullness'*

John (10:10)

#### **Introduction**

The school views educational attainment as a key determinant of students' life chances and employment opportunities. We seek to develop a passion for lifelong learning through the provision of a dynamic and challenging curriculum, which meets the needs of all learners by developing relevant knowledge and skills that promote employability.

Outstanding careers information, advice and guidance is integral to preparing students to make informed choices about their education within school and after they leave.

#### **Context**

The Education Act of 2011 (that came into force in September 2012) places a new duty on schools to ensure that all students have access to independent, impartial information advice and guidance. Schools are free to make arrangements for careers guidance which best suit the needs of their students, engaging where appropriate with independent providers. Bishop Luffa has commissioned EBP for the period 2018-2021 to provide our independent and impartial careers guidance.

#### **Aims**

The school is committed to:

- Providing students with outstanding careers education, information, advice and guidance (CEIG) across all key stages, through planned, differentiated activities and experiences which are embedded in the curriculum.
- Ensuring access to independent, accurate, impartial and confidential careers advice and guidance for students from Year 7-13.
- Meeting the needs of all learners; ensuring statutory duties are met in respect of students with special educational needs and those who are disadvantaged
- Promoting equality of opportunity for all students by challenging stereotypes about careers.
- Monitoring the quality and evaluating the effectiveness of careers education.

#### **Development and Review**

This policy is reviewed every two years through discussions with teaching and non-teaching staff. Responses to feedback from student voice and parent surveys are also considered.

A Careers Education Plan has been implemented to support continued improvement of CEIAG. As we review our policy we will consider emerging policy guidance and materials.

Termly reviews (audits using Gatsby benchmarks) are conducted via the Careers & Enterprise Company's online evaluation tool Compass+

#### **Implementation**

##### **Key Personnel:**

The Assistant Headteacher/Careers Lead and Careers Coordinator are responsible for careers

and the work-related programmes and are responsible to the Headteacher. This area is supported by a link Director. The local area Careers & Enterprise Company's Enterprise Coordinator and Enterprise Advisor further support our planning and delivery.

All staff contribute to CEAIG through their roles: Assistant Heads i/c Key Stages & Heads of House, Heads of Faculty, Subject Team Leaders, Tutors, PSHE Co-ordinators, and the Librarian.

**Curriculum:**

- Planned careers education delivered through PSHE sessions (once a half-term) and during tutor time
- Events, visits, working lunches, challenges, external speakers
- Taster days
- Work experience
- Individual interviews and group work with EBP Careers Advisor and school staff

**Member links:**

The programme is supported by various agencies including: Education & Business Partnership (EBP), Careers & Enterprise Company (Arun & Chichester), Sussex Council of Training Providers (SCTP), Chichester College Group, University of Chichester, Young Enterprise, University of Surrey as well as other local colleges and businesses.

The school works in partnership with the WSCC to fulfil the statutory duties for groups and learners with special needs and those needing specialist advice and with regards the collation of destination data for school leavers.

*This policy was reviewed in November 2020.*