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)

1. Introduction

Bishop Luffa School views high-quality educational attainment and comprehensive careers guidance as key determinants of students' life chances, social mobility, and future employment opportunities. We seek to develop a passion for lifelong learning through a dynamic, challenging curriculum that meets the needs of all learners by developing the core knowledge, digital capacities, and transferable skills essential for a rapidly evolving global workforce.

Outstanding Careers Education, Information, Advice and Guidance (CEIAG) is fully integrated into our whole-school ethos, empowering students to make informed, ambitious choices about their education within school, post-16, post-18, and beyond.

2. Statutory Context & Regulatory Framework

This policy is fully compliant with the Department for Education's (DfE) statutory guidance, "Careers guidance and access for education and training providers", and aligns with the current Ofsted Education Inspection Framework expectations.

In accordance with the updated Provider Access Legislation (PAL), the school ensures there is an opportunity for a range of education and training providers to speak to students in Years 8 to 13. This is explicitly designed to inform them about approved technical education qualifications, Higher Technical Qualifications (HTQs), and apprenticeships.

3. Aims and Objectives

Bishop Luffa School is progressively committed to:

- Providing an outstanding, progressive CEIAG programme across all key stages (Years 7–13), delivered through planned, differentiated, and curriculum-embedded activities.
- Securing independent, impartial, face-to-face, and confidential careers guidance from a qualified advisor (Level 6 CDI standard) for students across all key phases.
- Achieving and maintaining all 8 Gatsby Benchmarks of Good Career Guidance, utilising updated frameworks to reflect modern shifts in the digital economy and labour market.
- Tailoring support to meet the specific needs of vulnerable, disadvantaged, and Special Educational Needs and Disabilities (SEND) learners, actively working alongside West Sussex County Council (WSCC) to fulfil statutory duties.
- Driving social mobility and equity of opportunity by robustly challenging gender, racial, and socio-economic stereotypes across all career sectors.

4. Implementation & Key Personnel

- The Governing Body / Link Director: Holds strategic oversight of the careers programme, ensuring the school meets its legal duties, including the Provider Access Legislation mandate.
- The Assistant Headteacher (Careers Leader) & Careers Coordinator: Design, lead, and execute the operational careers strategy, reporting directly to the Headteacher and liaising with external bodies.
- Enterprise Coordinator & Enterprise Adviser: Sourced via the local Careers & Enterprise Company Hub to align the school's strategy with real-world regional labour market intelligence (LMI).
- Teaching & Support Staff: All instructional staff contribute to CEIAG. Heads of Faculty and Subject Leaders explicitly link curriculum learning to real-world career paths (Gatsby Benchmark 4), while Tutors and House Leaders support delivery via the personal development curriculum.

5. Curriculum Delivery & Work-Related Learning

Our progressive framework ensures age-appropriate encounters across all year groups:

- Dedicated Curriculum Space: Delivered via structured PSHE modules, regular tutor time sessions, and interactive digital careers platforms.
- Employer & Provider Encounters: Sustained access to working lunches, external keynote speakers, career fairs, and industry-led challenges.
- Work Experience: A structured work experience programme designed to give students direct, meaningful exposure to contemporary workplaces.
- Technical Pathways: Provision of at least six mandatory encounters with technical education and apprenticeship providers, evenly distributed across the three key educational phases between Years 8 and 13.

6. Partnership & External Links

To ensure maximum breadth of choice, Bishop Luffa School works dynamically with external stakeholders, including:

- The Careers & Enterprise Company (Arun & Chichester Hub)
- Approved independent careers guidance networks and Level 6 guidance practitioners
- Higher Education Institutions (including the University of Chichester and University of Portsmouth)
- Further Education Providers (including the Chichester College Group)
- Training Providers (including Chichester College Group, Sussex Apprenticeship Bootcamp and Steve Willis)
- Local corporate partners, small-to-medium enterprises (SMEs), and alumni networks

7. Monitoring, Evaluation, and Review

This policy is subject to a formal, rolling biennial review by the Careers Leader, Senior Leadership Team, and the Governing Body.

Progress against the Gatsby Benchmarks is rigorously quality-assured on a termly basis using the Careers & Enterprise Company's digital audit tool, Compass+. Impact measurement is further supported by systematic Student Voice evaluations, parental surveys, formal destination data analysis tracked with WSCC, and standard Ofsted inspection reviews.

Document Control:

- Updated and Approved: November 2026
- Next Formal Review: November 2028