



## Careers Education, Information, Advice & Guidance Policy (CEIAG)

**Approved by:** PWG **Date:** 14<sup>th</sup> December 2021

**Last reviewed on:**

**Next review due by:** November 2024

**SLT Lead:** Alex Bedford

**Signed:**

## **1. Introduction**

- 1.1 St George Catholic College is in the Trusteeship of the Roman Catholic Diocese of Portsmouth and maintained by Southampton City Council Local Authority. Our school leaders and governors are entrusted by the Bishop with the ministry of school leadership and will always act in recognition of the love of Christ for all members of our College community and one another.
- 1.2 We share a vocation for the common good in our world and we are committed to working together as a family. All of our policies and procedures are formed to enable all members of our St George family to be safe and cherished, feel happy and fulfilled and be treated fairly in a positive environment founded on mutual respect and shared values. This policy is part of the foundation that enables everyone to **aspire to be all that God has created us to be.**

## **2. Purpose and Aim**

- 2.1 The main purpose of CEIAG is to provide students with the opportunity to engage in a range of activities that will contribute to their knowledge and understanding of the world of work and the qualification pathways suitable for students' individual needs. The school is committed to not just fulfilling its statutory requirements in this area but providing for students' exceptional support and guidance throughout their time at St George. The aim of CEIAG is to enhance the provision made to prepare students for the transition to the next stage of education or employment through:
- a) Contexts that help raise motivation and attainment
  - b) Helping students to follow courses that are appropriate to their needs
  - c) Improving understanding of the world of work
  - d) Ensuring appropriate provision and guidance
  - e) Successful transition to the next stage of education and employment
  - f) Empowering students to plan and manage their own futures
  - g) Offering a responsive service that allows time for face to face guidance
  - h) Providing comprehensive and unbiased advice and guidance
  - i) Actively promoting equality and challenging all stereotypes

## **3. Methods**

- 3.1 The methods by which the CEIAG team will accomplish these goals are:
- a) Providing a range of opportunities that enhance the curriculum - Enterprise projects, visits to Colleges/Taster Days.
  - b) Promoting awareness of the world of work, visitors from business, Year 10 Work Experience.

- c) Promoting a range of opportunities and provisions which assist in raising aspirations and achievement – Links with the Armed Forces, visitors from Colleges and sixth forms, skills shows visits.
- d) Developing pathways tailored towards individual student needs.
- e) Providing informed and impartial guidance - Options Evenings, Year 11 Careers Fair, College and sixth form visits, outside speakers on approved technical education qualifications and apprenticeships; enabling students to make considered decisions in regard to future choices.
- f) Maintaining and developing effective links with key partners including the guidance service, Enterprise Organisations, local Colleges and sixth forms and local industry and business leaders - through local networks.
- g) To prepare students for transition to Further Education or employment with training. Each curriculum area identifies Careers Education elements and includes these in lesson planning.
- h) Lessons should include work related learning opportunities.
- i) Departments should display subject links to occupations and progressions.

3.2 Specifically, impartial and independent IAG is provided to students through a number of on-going delivery methods:

- a) FE tasters and assemblies
- b) University Tasters
- c) Industry specific talks and presentations
- d) Face to face guidance
- e) Group work for specific pathways – Apprenticeships
- f) PSHE assemblies on technical qualifications and apprenticeships
- g) Display boards

## **4. Management**

4.1 CEIAG is currently led and managed by a team consisting of the assistant headteacher and the careers advisor who are responsible for:

- a) The management and coordination of the various aspects of CEIAG
- b) The activities at each Key Stage
- c) Monitoring/evaluation
- d) Liaison - SMT, Governing body, Partners

4.2 The team is line managed by the deputy head teacher and supported by the link governor. Subject staff are responsible for identification of work related learning elements within schemes/plans and implementation of work related elements.

4.3 The CEIAG team will also liaise annually with the 16-19 LA lead, to review the school's Destinations of Leavers data produced by the Local Authority.