



Vision and Purpose

All young people need a planned programme of activities both to help them choose appropriate pathways at 14, 16 and 18 and to enable them to manage their careers and sustain employability throughout their lives. The South Lincolnshire Academies Trust (SLAT) provides impartial CEIAG to support students' transition, not only to further or higher education, vocational training or employment, but to support them in becoming independent managers of their own careers.

SLAT encourages students to aspire and value lifelong learning, providing opportunities for students to develop key employability and enterprise skills which are highly valued by employers, colleges, universities and apprenticeship providers.

The CEIAG Programme has been developed to engage parents and local employers to support our students in becoming employable and aspirational young people and in accordance with the recommended eight Gatsby Benchmarks. (Appendix 1)

National and Local Expectations

Legislation and guidance documents referred to during the development of the programme are:

DfE Careers Strategy – January 2018

DfE Careers Guidance and Inspiration in Schools – April 2017

CDI (Careers Development Institute) Careers & Enterprise Framework (2015)

Gatsby Foundation Good Career Guidance (2014)

DfE New Guidance on Work Experience 16-19 – October 2013

The Education Act 2011 – The duty to secure independent and impartial careers guidance for young people in schools

CfBT Education Trust (2009) Raising the Participation Age

DCSF (2009) Quality, Choice and Aspiration

Donaghue, J. (2008) Better Practice: A guide to delivering effective careers learning 11-19

EBP Child protection and work experience guidelines

SLAT also work closely with The Skills Service and The Careers Development Institute to keep up to date with developments.

Strategy:

In line with statutory guidance, the school is committed to working towards the establishment of practice in line with the eight Gatsby benchmarks (set out in the Gatsby Charitable Foundation's *Good Career Guidance*).

All students have an entitlement to CEIAG and SLAT have clearly outlined this in The SLAT Careers Entitlement Document (Appendix 2)

All students from Year 7 onwards will have access to a comprehensive and impartial programme of careers and work related learning activities. These will include formal delivery of dedicated CEIAG topics via PSHE in Key Stage 3 and SMSC in Key Stage 4 and 5. CEIAG is also covered during tutor time, within other curriculum areas, external visits, internal presentations and collapsed timetable events. In addition, there will be information evenings for students and parents/careers at significant points throughout their time at school.

The governing body is involved in the development of CEIAG across SLAT with a named governor on each governing body:

Bourne Academy – tbc
Spalding Academy - tbc

There is a Careers Lead in place who works across the trust tbc who advise the senior leadership team and governors on statutory requirements and developments within CEIAG.

Each school has a member of staff to manage the day to day running of the careers programme:

Bourne Academy – Rachel Green
Spalding Academy – tbc

All school staff contribute to the CEIAG programme, providing subject specific information in lessons by highlighting the employability skills demonstrated within lessons and including reference to links to industry and career pathways where appropriate.

SLAT works with The Skills Service to support all staff and to ensure all staff are aware of developments and the importance of embedding careers across the curriculum. The Skills Service support the Academies Trust in identifying areas for staff development. The Trust is committed to support at least one member of staff to qualify at QCF Level 6 Diploma in Career Guidance and Development.

CEIAG has a specific budget allocation which is used to develop the resources available to students, to support work placements in Year 12 and to ensure that selected trips and visits are accessible to all.

SLAT are working towards the achievement of the Gatsby Benchmarks and will aim to secure a quality award for CEIAG in due course.

Throughout their time within the Academies Trust, students can access internal impartial information and advice at any time and can request an appointment with a Level 6 trained external careers adviser at key points. Parents are also welcome to contact the school for advice and support.

Should students continue within the Academies Trust, Work Experience in Key Stage 5 is an important part of the programme and will take place during Year 12. Students are encouraged to find their own placements to suit their career plans, but are supported by the Careers lead to ensure that placements are suitable and sufficiently challenging. Bourne Academy will work

closely with Tony Crowe Health & Safety Consultants to ensure the quality and safety of work placements.

External Partnerships and service levels agreement are developed, implemented and reviewed on an annual basis with Tony Crowe Health & Safety Consultants for work experience, KB Careers at Bourne and AG&I at Spalding, for specialist externally contracted careers guidance interviews and The Skills Service and IGD for links with employers. The Apprenticeship Support and Knowledge project (ASK) support with the dissemination of information on apprenticeships.

SLAT are continually working to establish external partnerships and welcome contact from any business, further or higher education provider via the Careers Lead.

Priorities for development of the CEIAG programme will be identified in the School Development Plan.

The Careers Team across the Academies Trust, undertake an annual review of the Careers Programme and of progress towards The Gatsby Benchmarks. This review and evaluation, based on feedback from students, staff, external partnerships and parents, shapes the planning for the next academic year. A report is given to the senior leadership team and careers governor.

The Academies Trust collects destinations data for all Year 11 and Year 13 leavers which is shared with Lincolnshire County Council. The destination data is tracked over a 5 year period, identifying trends and target groups.

Information:

Careers Displays: will be eye catching and regularly updated around the school, particularly in the careers library and 6th form centre to include job advertisements and apprenticeship opportunities, open days etc.

Careers Library: will be well maintained, kept up to date and include a range of easily accessible resources, including college brochures, university prospectuses and apprenticeship providers' information.

ICT: all students will be encouraged to develop ICT skills through access to CEIAG/work related programmes such as START and Careers Investigator. Parents are encouraged to support their children by accessing these resources or the reports from home. Students will also have opportunities to explore relevant websites and make Post 16 applications to 6th form, colleges or apprenticeship providers via the Internet.

Newsletter and Notice boards: information will be disseminated to students via notice boards and form tutors as necessary. Parents will be kept updated via the newsletter and website.

Data Protection and sharing: students and/or their parents/carers should be aware that basic on-roll school data is provided to some external agencies i.e. the careers guidance specialist

and work experience providers when required and in support of the student, but there is the opportunity to opt out. Please contact Mrs R Green, Careers and Student Progression, in the first instance.

Additional Needs: support is provided for students when completing specific tasks, as determined by the SEND team.

Interviews: Academies Trust staff will meet with students on an informal basis to provide general advice relating to future career planning and option choices.

Current Priorities

Our careers strategy is informed by these current priorities:

- supporting individual aspirations, improving attainment and ensuring positive destinations
- meeting the needs of specific groups including looked after children, young carers, children from economically-deprived backgrounds and children with special educational needs and disabilities
- developing learners' career management skills, especially those associated with career adaptability, resilience, enterprise and employability
- improving young people's working lives by helping them to identify the values that are and important to them such as contributing to the wellbeing of others through their paid and voluntary work and working in greener ways
- developing the use of digital technologies to meet young people's career development needs in conjunction with face-to-face support
- working with parents/carers, alumni and education, community and business partners to meet students' career development needs

Review

Arrangements for review

Signed

Headteacher/Principal

Chair of Governors

Date

Date of next review

Awaiting final approval from the Governing Body.