

# CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE (CEIAG) POLICY (Statutory)



**Nunthorpe  
Academy**

## Preamble

“Careers guidance makes a difference. It’s in the engine room of social mobility; a vital part of the machinery of social justice. Good advice doesn’t just transform lives. It transforms our society by challenging the pre-conceived ideas about what each of us seek and what all of us can achieve.” John Hayes, Minister of State, Education, Skills and Lifelong Learning.

Recent educational reforms offer more choice and progression opportunities to young people. To make informed decisions about these opportunities, students require up-to-date, impartial and accurate CEIAG.

All students have a statutory entitlement to impartial guidance including access to careers services and access to a wide range of up-to-date reference materials. It is important that those who teach and support learners understand and can explain progression routes to students and can talk about the choices students will make at critical transition points. CEIAG should be personalised, impartial and high quality.

## Rationale

Careers education, information, advice and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life in modern Britain. A planned progressive programme of activities supports them in choosing 14 – 19 pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives.

## Commitment

Nunthorpe Academy is committed to providing our students with a programme of careers education, information, advice and guidance (CEIAG) for all students in years 7 – 13 to enable them to select educational routes that are suitable for them. In addition to this our programme will enable students to develop skill that employers want to match the needs of our economy.

Nunthorpe Academy endeavours to follow the Statutory Guidance on the Duty to Secure Independent and Impartial Careers Guidance for young people in schools (DfE, March 2015) and other relevant guidance from Ofsted as it appears.

Nunthorpe Academy achieved the Investors in Careers Award (2017) which recognises the commitment of the Board of Directors and the Academy’s Senior Leadership Team to provide high quality, personalised provision of CEIAG for each individual student from years 7-13.

## Aims

Nunthorpe Academy’s Careers Education, Information, Advice and Guidance policy has the following aims:-

- to contribute to strategies for raising achievement, especially by increasing motivation so students are inspired to fulfil their potential.
- to support inclusion, challenge stereotyping and promote equality of opportunity
- to encourage participation in continued learning including higher education and further education
- to develop enterprise and employment skills

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**This policy will be kept under regular review in light of legal developments and best practice.**

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- to reduce drop out from and course switching in education and training
- to contribute to the economic prosperity of individuals and communities
- to meet the needs of all our students through appropriate differentiation
- to focus students on their future aspirations
- to involve parents and carers

## **Links with other Policies**

This CEIAG Policy supports and is underpinned by key Academy policies including those for Teaching and Learning, Assessment, Recording and Reporting Achievement, Citizenship, PSHE, Work Related Learning and Enterprise, Equal Opportunities and Diversity, Health and Safety, Gifted & Talented and Special Needs. If any of this is to be included it should be as an appendix to the policy

## **Leadership**

Maria Hudson co-ordinates the Careers programme and is responsible to her senior management line manager.

Currently Work Experience is also the responsibility of the Administration Manager and is responsible to the Head of Life

## **Monitoring Review and Evaluation**

This policy will be reviewed annually in discussion with teaching colleagues, students, Governors, advisory colleagues and other external partnerships

Careers Education is monitored and evaluated annually via the House and Faculty Area Improvement Programme. Careers Guidance is monitored and evaluated annually through discussion with key colleagues and students and appropriate observation of activities by the Head of Life and SLT.

The Partnership Agreement with Routes to Employment is reviewed annually.

When reviewing the programme, the Nunthorpe Development Plan is used to ensure that CEIAG is fully supporting whole school.

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## **Appendix 1** **Definitions**

1. Careers Education - helps young people develop the knowledge and skills they need to make successful choices, manage transition in learning and move into work.
2. Careers Guidance - enables young people to use the knowledge and skills they develop to make the decisions about learning and work that are right for them.
3. C&FE - Careers and Further Education
4. Entitlement statement

## **Statement of entitlement**

1. As a student of Nunthorpe Academy you are entitled to receive a programme of careers education, information, advice and guidance
2. Your CEIAG programme will help you to:
3. Understand yourself, your interests, likes and dislikes, what you are good at and how this affects the choices you make
4. Find out about different courses, what qualifications you might need and what opportunities there might be
5. Develop the skills you may need for working life including entrepreneurial skills.
6. Make realistic, but ambitious, choices about courses and jobs
7. Develop a plan of action for the future
8. Understand the different routes after Year 11 including training, further and higher education and jobs
9. Be able to make effective applications for jobs, training and further and higher education
10. Develop your interview skills
11. Improve your confidence

## **You will receive:**

1. Careers lessons in Life from Year 7-11
2. Specific Careers related activities within the Sixth Form tutorial system
3. Guided tutor time
4. Access to the on line careers library – information is also available in books, videos and leaflets
5. Interviews with the R2E (Routes to Employment) Career Adviser
6. Work experience preparation activities
7. An invitation to the Annual Careers Convention.
8. Other subject lessons linked to careers
9. Talks from colleges and training providers
10. Talks from University liaison officers as well as visits to Universities

## **You can expect to be:**

1. Treated equally with others
2. Given careers information and advice that is up to date and impartial
3. Treated with respect by visitors to the school who are part of the careers programme
4. Given extra help if you have special needs

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