



CAREE-01-CAREERS-00

1 INTRODUCTION

- 1.1 The Careers Policy sets out to develop students' knowledge, understanding and skills relevant to life in a rapidly changing world. Staff will raise aspirations, challenge stereotypes and encourage students to consider a wide range of careers.
- 1.2 Through careers education and guidance, students will be encouraged to make the most of their talents and to go on to jobs or courses which suit their needs and capabilities.
- 1.3 Staff will contribute to strategies for raising achievement especially by increasing motivation.
- 1.4 Inclusion will be supported and staff will challenge stereotyping and promote equality of opportunity.
- 1.5 Continued learning will be encouraged where appropriate to the student, including higher education and further education and staff will reduce drop out from and course switching in education and training
- 1.6 Staff will contribute to the economic prosperity of individuals and communities
- 1.7 Staff will meet the needs of all our students through appropriate differentiation
- 1.8 Staff will focus students on their future aspirations and involve parents and carers

2 ROLE OF TRUST BOARD AND COMMITTEES

- 2.1 The Trust Board has overall responsibility for ensuring compliance with all relevant legislation in line with statutory guidance from the Department for Education.

3 ROLE OF PRINCIPAL AND SENIOR LEADERSHIP TEAM

- 3.1 The Principal and the Assistant Principal: Community have overall responsibility for this policy

4 STUDENT ENTITLEMENT:

- 4.1 Information, Advice and Guidance (IAG) is fully supported as a statutory requirement for a programme of careers education in Years 7 to Year 11. In particular, the Trust intend our students to:
 - Develop a broad understanding of the world of work and the ability to respond to changing opportunities.
 - Develop independent research skills so that they can make good use of information and guidance.
 - Develop and use their self-knowledge when thinking about and making choices.
 - The Trust recognise that the process of making career decisions is a lengthy one and that most of our students will make their final choices only after completing their Further/Higher education courses.

5 HEART OF ENGLAND SCHOOL IS COMMITTED TO:

- 5.1 The provision of resources and advice to enable students to understand and develop career choices.
- 5.2 Ensuring that careers education is seen as part of the overall curriculum and learning framework for all years.
- 5.3 Encouraging students to achieve and to be ambitious
- 5.4 Involving students, parents/carers in the further development of careers work
- 5.5 Working to ensure that no student is disadvantaged in gaining access to education, training or work

6 PROVISION:

- 6.1 Careers education includes both education and guidance. Careers Education helps our students develop the knowledge and skills they need to make successful choices, manage transition in learning and move into work.
- 6.2 Through guidance students are able to use their knowledge and skills to make informed decisions about learning and work that are right for them. Progress in students' self-development and understanding of careers is regularly monitored.
- 6.3 The Trust enriches our provision through:
 - Careers Events for students and Parents/carers
 - Enterprise Days
 - Employer Visits/ Employers into school
 - Assemblies around Decision making, Option Choices.
 - Mock interview Days
 - Visits to HE providers
 - STEM days
 - Visits to Skills Shows
 - Provision of prospectus/application forms etc.
 - The majority of careers interviews will take place on a one to one basis although it may be appropriate for some students with similar interests and aspirations to meet as part of a group.
 - All staff are involved in guidance to an extent. The Trust also employs their own Careers Guidance Advisor who will seek to offer each student a half hour interview with written action plan as follow up.

7 EQUAL OPPORTUNITIES:

See Equal Opportunities Policy

8 MONITORING AND EVALUATION:

8.1 The Careers programme is monitored regularly and amended if necessary. Students' opinions are actively sought and students help in evaluation and reviews.

9 AUTHOR

9.1 The author of this policy is The Careers and Destinations Lead. They should be contacted for any points of clarification or suggested future amendments.

10 VERSION CONTROL

Policy Number	CAREE-01
Policy Name	Careers
Version Number	00
Publication Method	External A copy must be made available in U:\Staff Information\Policies\CAREERs Policies
Approved by	Full Trust Board
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Key changes since previous version	1. Reformatting to current standards 2. Points 1.2 and 1.5 made more inclusive
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