



CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE POLICY

Adopted from the CDI framework and examples
from the CEIAG hub re best practice

Person Responsible:	Mrs Grundy
Last Reviewed:	September 2022
Adopted by Governing Body:	September 2022
Next Review due:	September 2023



Thornleigh Salesian College – CEIAG Policy

Thornleigh Salesian College recognises the need for all students to have access to relevant, accessible impartial, education, advice and guidance in order that they can foster an understanding of the choices available to them on leaving compulsory full time education, so enabling them to be supported on their journey to fulfil their potential.

In order to achieve this, all members of the school community and external partners from the wider community, have an important contribution to make to the successful implementation of CEIAG for students of Thornleigh Salesian College.

Aims and Objectives:

- The school endeavours to follow the statutory obligations outlined in the Department for Education Careers guidance and Access for Education and Training Providers published in October 2018.
- Thornleigh Salesian College is committed to follow the Government's Career Strategy and work towards meeting the eight Gatsby Benchmarks by the end of 2020.
- To support us in ensuring a high standard of CEIAG, we will use the Compass on line self-evaluation tool, working in partnership with the Greater Manchester Combined Authority (GMCA). This will be used to work towards achieving the 8 Gatsby benchmarks. The Gatsby benchmarks build on the standards the school met when achieving the Inspiring CEIAG Gold award in 2016.
- To provide a programme of planned opportunities and experiences from Year 7 onward within the Curriculum which will enable all students to develop and practise the skills of planning, self-appraisal, decision-making, self-presentation and transition management
- To encourage an attitude of self-worth and the development of personal autonomy so that students may reach their highest expectations
- To provide an accurate and up-to-date careers resources and careers information service for Thornleigh Salesian College students and staff in line with national recommendations
- To enhance students' self-awareness and awareness of educational and careers opportunities through individual impartial guidance and careers education promoting reasoned, informed and appropriate career choices
- To liaise with and support staff throughout the school helping them to devise and deliver appropriate careers education within course programmes and the weekly Tutorial programme, the use of the internal Careers Advisor, external providers and Connexions PA's for those students with Education Health Care Plans
- To work towards providing equality of opportunity and access to all students and promote social inclusion

- To devise and maintain a suitable process for the monitoring and evaluation of the services offered and to work to internal quality standard
- To maintain standards pertinent to the Inspiring IAG Award and the Gatsby Benchmarks
- To promote awareness and understanding of work, industry, the economy and community, in order to develop effective links with key partners and local industry
- To develop effective links with key partners and local industry
- To improve employability through work-related learning opportunities

Entitlement:

The role of Thornleigh Salesian College is to ensure sufficient support is provided for our students promoting well-informed and realistic decisions. The school provides access to impartial and independent information and guidance about the range of education and training options that are most likely to help young people achieve their ambitions. The school will be free to make arrangements for careers guidance that fit the needs and circumstances of our students, and will be expected to work, as appropriate, in partnership with external and expert providers. *Education Act 2011 – The duty to secure independent and impartial careers guidance for young people in schools.*

Thornleigh Salesian College has access to independent face-to-face careers guidance to enable the most suitable support for students to make successful transitions, particularly students from disadvantaged backgrounds. The school employs an independent Careers Adviser for 2.5 days per week who holds the Post Graduate Diploma in Careers Guidance and is a member of the Careers Development Institute. Careers guidance for students with SEND should be based on the students own aspirations, abilities and needs, and students with EHC plans be additionally supported through the SEND local offer by the Local Authority through annual reviews and 1:1 support (Special Educational Needs and Disability Code of Practice).

Careers guidance will be presented in an impartial manner and promote the best interests of the students to whom it is given. Careers guidance will include information on all options available in respect of 16-18 education or training, including Apprenticeships and other work-based education and training options.

Thornleigh Salesian College will provide information, when appropriate to local authority support services. The school will work with these partners and local authorities to ensure stakeholders know what services are available, and how young people can be referred for support.

Responsibilities:

Thornleigh Salesian College will decide the careers guidance provision to be made available based on the needs of students and the opportunities available in line with national entitlements.

Thornleigh Salesian College provides independent careers guidance in line with statutory requirements through a flexible delivery model.

Thornleigh Salesian College students will receive independent and impartial advice about all of the mainstream education, training and employment opportunities on offer, regardless of their individual circumstances. For those with learning difficulties and/or disabilities, this advice should also include information on the full range of specialist provision that is available.

Managing and implementing the school's CEIAG policy is the responsibility the Careers Leader who is also of a member of the SLT with a nominated Governor responsible for CEIAG.

Curriculum:

Thornleigh Salesian College offers a range of wider career related activities to offer young people insight into the world of work. These include engagement with local colleges and Universities for first-hand experience of Further and Higher Education.

Thornleigh Salesian College uses various methods to deliver the statutory guidance in the form of engaging activities embedded as part of the Weekly Tutorial Programme schemes of learning, workplace visits, work related learning experience, work shadowing, enterprise activities, employer talks and links with local, Higher and Further Education providers.

Monitoring, Evaluation and Review:

Thornleigh Salesian College constantly monitors, evaluates and reviews its impartial guidance to keep up to date with local and national trends to ensure the information is appropriate for its students in order to constantly evaluate and improve delivery of CEIAG.

Staff Development

Staff training needs are identified yearly.

Parents/Carers

Parents play an integral part in students' understanding of career choices and are encouraged to attend a range of career events including parents' evenings, transition planning, IAG evenings, work experience and EHC Plan review.

Tracked changes	
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