



**ST. MARK'S CE SCHOOL**

ONE SCHOOL - SERVING ALL - THROUGH EXCELLENCE

## **St Mark's CE School**

# **Careers Education, Information, Advice and Guidance Policy**

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## **Linked policies**

1. Provider access policy

## **Linked Documents**

*'Careers Guidance and access for education and training providers. Statutory guidance for governing bodies, school leaders and school staff'*. DFE, January 2018

# Careers Education, Information, Advice and Guidance Policy

## 1.0 School Vision

1.1 St Mark's C of E School is to be a place where students acquire the knowledge and skills to become confident, resilient, lifelong learners who can contribute to the world they live in. Through our core Christian values of love, service and belonging students will be supported by the whole community, to achieve excellence.

1.2 The governing body have therefore adopted this policy in order to provide a clear commitment to and framework for Careers Education, Information, Advice and Guidance

## 2.0 Policy Scope

2.1 This policy covers Careers Education, Information, Advice and Guidance given to students in Key Stages Three and Four.

2.2 The policy also applies to Year 11 students after they finish their examinations in June of their final year and before they start at their next place of education, employment or training. Though not necessarily in school regularly and attending lessons in July and August of Year 11, the policy is still applicable.

2.3 The policy has been reviewed in line with the recently updated DfE guidance document 'Careers guidance and access for education and training providers – Statutory guidance for governing bodies, school leaders and school staff. (DfE, January 2023)

2.4 This policy accepts the 8 Gatsby Charitable Foundation's benchmarks as set out in the DfE guidance. This can be found on our website.

2.5 This policy covers the legal duty of schools to ensure that careers education can be accessed by Year 7 to Year 11 and training providers can access pupils in year 8 - 11 for the purpose of informing them about approved technical education qualifications or apprenticeships as per our provider access policy. At St Mark's however, we value the importance of providing our students with careers knowledge throughout their time at the all through school.

2.6 St Mark's makes a commitment to facilitate events and opportunities across all years and these events will make a positive impact upon all students at the school.

2.7 All members of staff at St Mark's are expected to be fully informed of this policy and the importance of Careers Education, Information, Advice and Guidance (CEIAG) in the education of students. As per our school values, all staff who work here are here to ensure the students are ready for life beyond our school which is why we are all responsible for their next steps in education and training.

2.8 It is important therefore that students leave school aware of themselves as individuals, aware of the opportunities available to them and able to make some decisions about their own life. They should be prepared for the transition from full time education to the world beyond. It is to these aspects of personal and social development that this policy will contribute.

### **3.0 Objectives:**

3.1 We use the eight Gatsby Benchmarks as the objectives of our Careers Education, Information, Advice and Guidance policy, which are as follows:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

### **4.0 School Responsibilities**

4.1 The school has a series of statutory duties:

4.1.1 All registered pupils at the school must receive independent careers advice and guidance in Years 7 to 11

4.1.2 This careers advice must be represented in an impartial manner, showing no bias towards a particular institution, education or work option

4.1.3 This advice must cover a range of education or training options

4.1.4 This guidance must be in the best interests of the pupil

4.1.5 There must be an opportunity for education and training providers to access pupils in Year 7 – Year 11 in order to inform them about approved technical qualifications or apprenticeships.

4.1.6 The school must have a clear policy setting out the manner in which providers will be given access to pupils. Our provider access policy is on our website.

4.2 The school has adopted the Gatsby benchmarks. The objectives of which are set out above in section 3.1

4.3 St Mark's believes that good CEIAG connects learning to the future. It motivates young people by giving them a clearer idea of the routes to jobs and careers that they will find engaging and rewarding. Good CEIAG widens pupils' horizons, challenges stereotypes and raises aspirations. It provides pupils with the knowledge and skills necessary to make successful transitions to the next stage of their life. This supports social mobility by improving opportunities for all young people, especially those from disadvantaged backgrounds and those with special educational needs and disabilities.

4.4 The school will continuously monitor its CEIAG offer and seek further improvement. This will be done by the personnel involved in the design and delivery of the programme as well as by external stakeholders who assess the work of the school (eg. Careers hub, School Improvement Partner or Ofsted). In

addition to this we will evaluate our programme against the Gatsby Benchmarks on a termly basis through the use of the Compass tool.

## **5.0 Governor Responsibilities**

5.1 The governing body will ensure that the School has a clear policy on Careers Education, Information and Guidance (CEIAG) and that this is clearly communicated to all stakeholders. They should ensure that this policy is:

5.1.1 based on the eight Gatsby Benchmarks

5.1.2 meeting the school's legal requirements

5.2 The governing body will ensure that arrangements are in place to allow a range of educational and training providers to access pupils in Years 7 – 11.

5.3 There will be a member of the governing body who takes a strategic interest in CEIAG and encourages employer engagement. This governor's contact details will be listed on our website.

## **6.0 Provider Access**

6.1 Provider access legislation outlines the schools responsibilities for provider access. St Mark's has a separate policy outlining our commitment and arrangements for this. This can be found on our website.

## **7.0 Monitoring, Evaluation and Review**

7.1 The Executive Headteacher will ensure that:

7.1.1 the work of the Careers Advisor and CEIAG events are supported and monitored

7.1.2 a member of the Senior Leadership Team has an overview of CEIAG work and reports regularly back to the team

7.2 The effectiveness of this policy will be measured in a variety of ways:

7.2.1 Feedback from all stakeholders through surveys. Our stakeholders include Students, parents and carers, teachers, employers and providers.

7.2.2 Feedback from external visitors to the school such as the Careers Hub, School Improvement Partner (SIP) or Ofsted; This will be supported by our termly compass evaluation.

7.2.2 Monitoring the number of NEET young people from our school and analysing the destination of our young people. .

7.3 The governors of St Mark's will review this policy every three years.







