



Careers Information and Guidance Policy

Our aim is to evidence a successful careers guidance programme which will be reflected in higher numbers of pupils progressing to positive destinations such as apprenticeships, technical routes, sixth form colleges, further education colleges, universities or employment. The destination data will provide clear and comparable information on the success in helping all of our pupils take qualifications that offer them the best opportunity to continue in education or training. The Government will publish Key Stage 4 education destinations in performance tables, meaning that they are becoming an established part of the accountability process.

At Royds our aim is:

- ♣ to have a member of the Governing Board who takes a strategic interest in careers education and guidance and encourages employer engagement;
- ♣ to make sure all students get a programme of advice and guidance that is stable, structured and delivered by individuals with the right skills and experience;
- ♣ to embed CEIAG into the curriculum as well as increasing students' knowledge of Labour Market Information (LMI) within that subject;
- ♣ to fulfil the school's legal duties: the existing duty to secure independent careers guidance and the new duty to provide opportunities to a range of providers of technical education and apprenticeships to access students to inform them about technical education qualifications or apprenticeships;
- ♣ to improve careers provision by working towards meeting all eight of the Gatsby Benchmarks by September 2020 using the Compass self-evaluation tool to assess progress;
- ♣ to enable the students to develop self-awareness and an honest self-assessment;
- ♣ to encourage / develop the skills necessary for students to use a range of research resources in order to make sensible and well-informed decisions.
- ♣ to give students an insight into all aspects of the community and work, to encourage them to broaden their horizons;
- ♣ to ensure that staff are kept up to date with current careers and guidance information through updates and training; and
- ♣ to provide destination data annually from the year cohort, to enable students, parents and staff to see which opportunities they have pursued.

How the Careers Information and Guidance is structured working towards the 2020 Standards:

- ♣ the school uses the Gatsby Benchmarks to develop and improve careers provision;
- ♣ the school uses the Compass self-evaluation tool to audit existing provision, consider how to improve and track progress towards meeting the Gatsby Benchmarks;
- ♣ a named Governor and a named Careers Leader are responsible for oversight of Careers Information and Guidance and encourages employer engagement;
- ♣ the day to day planning and running of careers, advice and guidance work is organised by the Careers Leader;
- ♣ impartial advice is available via the schools Careers Advisor, the Careers Library, online sources such as the National Careers Service Database, START programme and through contact with employers;
- ♣ the Careers Hub is located on the bottom floor of central school, giving open access to both students and staff. Access to online resources are available at any time;
- ♣ a structured CIAG Programme is taught by the tutors within the PSHE. Programme in Years 7, 8, 9, 10 and 11;
- ♣ a structured work experience opportunity is delivered to Year 10 students and they have the opportunity to go on a taster day at the local Further Education College. Students in Year 11 also have the opportunity to attend taster days at other FE establishments.
- ♣ tutors deliver the programme to their Form Groups and are now actively involved in the delivery of careers work from Year 7 through to Year 11;
- ♣ students have an opportunity for personal guidance interviews whenever significant study or career choices are being made. All students will have been invited to receive an interview by the age of 16. These will be conducted by our in-school Careers Adviser;
- ♣ further Education, Apprenticeship providers to attend the Year 9 Options evening;
- ♣ the Careers Leader is well supported by the Leadership Team, enabling attendance at relevant courses to keep up-to-date with current issues;
- ♣ from the age of 11, pupils will participate in a meaningful encounter with an employer every year. A record is kept of these encounters and will feature within their START 'locker'

Post 16

We have begun developing a wide network of links through the Post 16 Learning Partnership and other Further Education providers. The clear majority of students recognise the value of continuing their education well beyond 16 and over. Students are kept up-to-date with current information on apprenticeships to enable them to make informed decisions. Work experience will continue to be offered and deemed mandatory to all students in Year 10.