

# Careers Education, Information, Advice and Guidance Policy

Penair School July 2019

Careers education and guidance is a vital component in student's progression through the school. Penair School works with all students to allow them access to a wide range of opportunities for career planning.

Careers guidance helps inspire pupils towards further study and enables them to make informed decisions. The Careers Education and Guidance programme prepares all students for adult life and the wide-ranging opportunities open to them.

Students are encouraged to aim high and fulfil their potential. All students have access to a Careers Education and Guidance programme throughout the School. This process begins in Year 7 and culminates in Year 11 when students make choices post 16.

The governors, head teacher and staff at Penair School are committed to delivering high quality independent Careers Education, Information, Advice and Guidance (CEIAG) for all students in Years 7-11.

## Careers Team

Careers Lead Leanne Sherwood

Careers Line Manager-Deputy Head teacher Mel Eastburn-Cutts

Link Governor Andy Brigden

Enterprise Advisers- Peter George (Construction industry training board)

Mark Lewin (Hospitality Table Cornwall)

## Objectives

The objectives of the Careers Education, Information, Advice and Guidance (CEIAG) policy are as follows:

- To ensure that all students at the school receive a stable careers programme
- The CEIAG programme addresses the needs of each student
- To link the curriculum to careers learning
- To provide students with a series of encounters with employers and employees
- To provide students with experiences of the workplace.
- To ensure that students have a series of encounters with further and higher education
- To enable all students to learn from information provided by labour market information.
- To provide each student with the opportunity to receive personal guidance. This allows them to make informed choices based on course and career awareness.
- To contribute to strategies for raising achievement, especially increasing motivation
- To support inclusion and promote equality of opportunity
- To focus students on their future aspirations
- To involve parents/carers

- To encourage participation in continued learning, including further and higher education
- To develop enterprise and employment skills

### **Careers Annual plan**

This document is reviewed and updated each year by the Careers Leader, Carers Governor and Deputy Head teacher

The annual plan encompasses the whole range of careers opportunities available to Penair students from Year 7 -11. The Careers programme includes careers education sessions, career guidance activities, information and research activities, work-related learning and individual learning activities. College and University taster events and the whole year group work experience programme are also included.

The whole school **Careers Annual plan** can be downloaded below

### **Partnerships**

Careers Enterprise Company through the local careers hub work closely with our Careers Enterprise Advisers and the Careers Lead to provide training and support.

We are a member of Cornwall Careers Hub.

Cornwall Education Business Partnership help and support the Work Experience Programme as well as career days and employers links in School. Penair School also benefits from the Ambitions project.

Colleges and Local Sixth Forms provide support in the form of presentations within assemblies. Taster days within KS4 and representation at careers and apprenticeship fairs.

Penair School has excellent links with local and national Universities. We offer two University visits for KS4 students

Careers South West provides Penair School with Destination data and support with EHCP students,

Penair School has excellent links with Jobcentre plus school engagement team.

Penair School has an excellent working relationship with local businesses and employers, for example the Careers and apprenticeships fairs. We are keen to build employer engagement.

Penair School has excellent links with the Armed Forces and we hold regular events with students linked to our Cadet Force.

### **Monitoring and evaluation**

The success of the programme is monitored through student voice feedback, along with staff and parents. There is close analysis of destination data and teaching staff feedback from career activities

## **Provider Access**

This statement sets out Penair Schools arrangements for managing the access of providers to pupils at the school for the purposes of giving them information about the provider's education or training offer. This complies with the school's obligations under The Baker Clause an amendment to the amendment to the Technical and Further Education Act 2017

### **Student Entitlement**

Students in years 7-11 are entitled:

- To find out about education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of course post 16

A provider wishing to request access should contact the Careers Co-ordinator

Leanne Sherwood

[lsherwood@penair.cornwall.sch.uk](mailto:lsherwood@penair.cornwall.sch.uk)

We hold a large number of events each year, integrated into the school careers programme, which offer providers an opportunity to come into school to engage students and make them aware to them aware of their choices.