

## **Careers Education, Information, Advice and Guidance (“CEIAG”)**

### **Policy**

Careers education and guidance along with employer engagement, experience of work, and life-skill programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of employment and life.

The careers programme is approved by the local governing body with explicit backing from the senior leadership team, is regularly monitored and has sufficient resources allocated to it. We ensure that all activity is cross-referenced to the Gatsby framework which is a benchmark for ensuring that provision is of a high quality. Feedback on the programme is sought from students, teachers, employers and parents/carers and an action plan reflects areas for development.

The school aims to provide impartial information, advice and guidance on careers education and work experience to support students in effectively planning future careers pathways and:

- Understand themselves, their interests, likes and dislikes, what they are good at and how this affects the choices they make;
- Understand the different routes after Year 11 including training, apprenticeships, further and higher education and jobs;
- Make realistic, but ambitious, choices about courses and jobs;
- Find out about different further education courses, what qualifications they might need and what opportunities there might be;
- Develop a plan of action for the future;
- Be able to make effective applications for jobs, training and further and higher education;
- Develop their interview skills;
- Develop the skills they may need for working life; and
- Improve their confidence.

The school places a premium on the design and delivery of high quality CEIAG and work experience for all students through the following activities:

- Our CEIAG coordinator designs and manages CEIAG and work experience and reports directly to a member of the Senior Leadership Team;
- Our curriculum is mapped to CEIAG with employment links being flagged up as topics are delivered;
- All staff are expected to contribute to CEIAG through their roles as form tutors and subject teachers;
- An independent Careers Advisor (Level 7 qualified) provides impartial information, advice and guidance, commissioned through Stockport Council;
- Business partners provide support with work experience placements, employability workshops and interview practice to support college and apprenticeship applications; and
- Inspiring IAG auditors work with the school to secure evidence of compliance with the stringent requirements of this award.

## Opportunities for All – Careers and Enterprise Events

We have a planned, progressive and inspiring programme of activities that supports students from year 7 in choosing pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives. The school has shown that it is successful in achieving this goal, demonstrating a three year upward trend on destinations into further education, employment and training.

Our programme of activity is captured here:

CEIAG resources available to all students				
All students access to SACU - careers guidance online resource				
Ask a question – all students to be able to post queries on careers information/apprenticeships/FE and HE				
Employee talks and assemblies				
Careers library and interview room available for drop-in				
Speakers for schools				
Noticeboard for updates and upcoming events				
Individual portfolio for each student (combine co-curricular/attendance/behaviour)				
Industrial Cadets				
Year 7	Year 8	Year 9	Year 10	Year 11
University workshop	University workshop	Pathways workshop	A&T Russell Group talk	Employability skills workshop - Lex Autolease
	University visit	Parents Evening - careers night	College visits	1 to 1 careers guidance interview
		Workplace visit (Lex Autolease)	EHCP/young carer advice&guidance	College Open Evenings
			MMU mentoring	Careers Fair FE / HE / apprenticeships / employers
			Go Further - routes into HE	College and Apprenticeships assemblies
			Apprenticeship assembly	Intervention - at risk NEETs
			University visit	Science Live A&T trip
			College assemblies	University visit
			Visit to WHGS	Apprenticeships assembly
			Employability skills day	

## Work Experience

Work related learning has an important contribution to make to the education of all students in helping them develop the skills needed by employers.

With the continued support of our business partner, Lex Autolease, we are able to offer students from year 9 to year 11 employer engagement experience that is bespoke to the School. This includes a day in Lex looking and talking to colleagues about the jobs they undertake and listening in to customer phone calls in order to understand some of the typical opportunities available in a large organisation, conversations with colleagues on their own journeys into their current roles, career workshops, employability skills analysis and training, one-to-one mock job and college interviews with personal feedback on area for development and three day work experience immersion during school holidays.

This programme supports students by helping them:

- Gain an insight into the world of work and the day to day aspects of employment;
- Connect their learning with the world of work;
- Develop skills of self-evaluation;
- Understand their own strengths and areas that need development;
- Build confidence and independence;
- Work as part of a team;
- Demonstrate initiative and organisational skills;
- Learn beyond the school curriculum; and
- Understand the need for Health and Safety regulations and keeping safe at work.

## Staff CPD

In order to support the provision of CEIAG;

- The curriculum plan is cross-referenced to careers links;
- The CEIAG coordinator attends annual training;
- A log is kept of all staff CPD relating to CEIAG activity and learning; and
- The School sub-contracts Year 11 careers interviews to a level 7 qualified professional.

## Information for Parents

Stockport Academy maintains informative and up-to-date website content and signposting for parents to help them to engage in valuable conversations with their children around pathways planning. Parents are also supported and consulted through a number of events:

- Parent forum review meetings;
- Parents' evenings with career fairs for year 9 students;
- Career fairs for parents of year 10 and 11 students; and
- Signposting to college/university open days/evenings.

## Monitoring and tracking

CEIAG and employer engagement activities are evaluated and monitored in many ways:

- Evaluation forms completed by students, after each engagement experience;
- Action plans completed by students and independent careers advisor specifically for year 11;
- Evaluation of independent interviews is collated by the careers advisor;
- Student panels and success stories; and
- Destination data for Year 11 including an annual activity report for post-16 leavers .

**Agreed by Stockport Academy LGB**

**Signed by Chair of LGB**

---

**David Robinson (Chair)**

**Date**

**Signed by Principal**

---

**Janine McCann (Principal)**

**Date**