

THE AVON VALLEY SCHOOL

CAREERS POLICY

Date of policy: March 2022

Date for review: March 2024

Who the review will involve: the Headteacher, the Careers Lead, SLT, Inclusion lead & PSHE lead, Governors, parents, students to be included in review as stakeholders



RATIONALE

Careers education, *information, advice and guidance (CEIAG)* programmes play a major part in helping young people choose pathways that suit their interests, abilities and individual needs. A robust careers programme helps avoid disengagement, puts school learning into a wider and more relevant context, and helps raise aspirations.

The Avon Valley School careers programme helps our students to plan and manage their careers effectively, ensuring progression. It is ambitious and aspirational. It promotes equality of opportunity, celebrates diversity and challenges stereotypes. The policy is designed to meet the Gatsby benchmarks and conforms to statutory requirements.

The Careers Policy is under-pinned by the following:

- Careers guidance and access for education and training providers: Statutory guidance for governing bodies, school leaders and school staff October 2018
- Destinations data: Good practice guide for schools October 2018
- Participation of Young People in education, employment or training April 2014

The school uses the eight Benchmarks of good career guidance and the CDI Framework for careers, employability and enterprise education to strive for a standard of excellence.

COMMITMENT

The Avon Valley School is committed to providing a planned programme of careers education for all students in Years 7-11 and impartial information, advice and guidance. AVS endeavours to follow the statutory guidance for governing bodies, school leaders and school staff as outlined in the Careers Statutory Guidance of (January 2018) and the eight Gatsby Benchmarks. The school has achieved the career quality mark: Gold standard

ENTITLEMENT

Students at The Avon Valley School are entitled to careers education and guidance that meets professional standards of practice that is person-centred, impartial and confidential. It will be integrated into students' experience of the whole curriculum and be based on a partnership with

students, their parents or carers. The programme will promote equality of opportunity, inclusion and anti-racism and will also follow the 8 Gatsby Benchmarks as outlined in the Careers Statutory Guidance of January 2018 and the updated 2021 CDI careers framework.

Students at the Avon Valley School are entitled to:

- A planned programme of Careers Education which provides opportunities to develop and apply the knowledge understanding and skills necessary to make realistic careers decisions.
- Individual guidance from the AVS careers advisor, careers lead and tutors at key transition points
- Support for the processes of preparing effective CV's, learning interview presentation skills and individual action planning.
- An opportunity to experience the world of work
- Attend splash career days
- Use the careers google classroom for up to date careers information
- Advice on the best combination of subjects for different careers.
- Meaningful encounters with employers and employees
- Meaningful encounters with further and higher education providers

AIMS

The Avon Valley School is committed to the development of independent, confident and motivated learners, who leave us equipped with the qualifications, skills and attributes required to successfully take their place in the world. The aim of CEIAG at AVS is to provide a broad careers programme that helps students develop the skills and confidence to make realistic and informed decisions about their futures and to manage the transitions from one stage of their education, training and work to the next. The programme seeks to raise aspirations, challenge stereotypes and build strong links with employers and employees who can broaden students' attitudes and employability skills and inform them of the range of roles and opportunities available to them.

EQUALITY AND DIVERSITY

The careers programme supports the school Equal Opportunities Policy. Students are offered a programme of CEIAG that meets professional standards of practice which is differentiated, person centred, impartial and confidential. It is integrated into the curriculum and is based on a partnership with students and their parents or carers. All students can access advice and guidance tailored to their needs with support to explore options that suit their preferences, skills and strengths. Staff work on early identification of students requiring additional support, with no limit placed on how many times a student might see the careers advisor. The careers adviser works with the Senco to support EHCP planning and review.

IMPLEMENTAION

Lisa Owen	Careers lead co-ordinator of the careers programme. She has completed the CDI Introduction to Careers leadership course.
Chino Ogali	Careers advisor provides independent and impartial careers advice to students and their parents, and organises the schools work experience programme.
Lee Hawkins	Assistant Head teacher, is responsible for line management of careers.
Andy Jones	Governor lead for careers.

Staffing

All staff contributes to careers education and guidance through their roles as tutors and subject teachers. Careers topics are included within the PSHE scheme of work for each year group. The careers programme is planned, monitored and evaluated by the Careers and PSHE leads and students.

PARENT & CARERS

The Avon Valley School recognises that parents have a vital role to play in the positive decision making of their children and therefore committed to parental consultation and sharing of information. The SLT link, careers leader and careers advisor willing to discuss any concerns relating to careers issues. AVS is committed to providing:

- Access to information on options in Year 8 and 11 during Y11 launch evening, parent's evenings, options events and open evening.
- Information about Y10 work experience and opportunity to discuss work experience issues

PARTNERSHIPS

AVS acknowledges that there is strong research evidence about the impact of employer engagement on pupils' future prospects and earnings in adult life. Opportunities to make contact with real employers and employees will be provided not only to inspire pupils but to challenge pre-conceived ideas about jobs and broaden horizons

Links with employers, businesses and other external agencies have been established and continue to develop. Successful relationships with post 16 providers, including apprentice and training providers and are maintained with providers being invited to events and a clear provider access policy. Local community links are developing as an increasing number of parents are getting involved in the delivery of events. Employer partnerships are strong, enabling all Y10 students to participate in work experience. The Careers lead continues to work with representatives from Warwickshire County Council, the LEP and take advantage of new opportunities generated by the Warwickshire Hub.

STAFF DEVELOPMENT

Increasing staff knowledge, skills and understanding of careers are the responsibility of the career lead. This takes place as a whole staff or through the faculty career ambassadors who can cascade CEIAG to faculties. Careers resources are available to PSHE staff to assist in lesson planning. A biannual staff training needs survey is completed and areas for development are then planned into to CPD opportunities.

CURRICULUM

The current careers programme is delivered through a combination of methods, including PHSE (2 hours a fortnight), theme of the week (TOTW) tutor activities, assemblies, further and higher education providers, employer visits, work experience, SPLASH days, mock interviews, careers fairs, information evenings and 1:1 careers interviews. Additionally, students have opportunities to attend many off site career related events such as the 'Skills Show' and the 'Big Bang'.

All students who receive a one to one interview with the independent careers advisor have an action plan to reflect learning and decision making.

All staff link curriculum learning with careers and STEM subject staff highlight the relevance of STEM subjects for a wide range of careers.

The school supports pupils to make choices about the full range of options at 16. Information is provided on the range of education or training options, including apprenticeships and technical education routes. As well as supporting progression to university the school makes pupils aware of other options such as Higher Apprenticeships and jobs with training to enable them to make informed choices.

Pupils are made aware that if they do not gain a grade 4 or above in English and Maths at GCSE Level they will be required to continue working towards obtaining them up until the age of 19.

Students are actively involved in the evaluation of activities.

POLICY LINKS

This policy supports and is underpinned by key school policies including those for curriculum, SEND & Inclusion, Anti Bullying, Pupil Premium, Equal Opportunities. It forms a significant part of the schools Vision, Ethos and Culture.

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RESOURCES

Careers information and resources are located in the Careers office, which contains up-to-date, impartial information presented in a variety of media. It is reviewed and renewed on a regular basis by the Careers Coordinator. Post 16 destination prospectuses are current, and visual displays on the noticeboards are kept up to date. Schemes of work are provided by the PSHE coordinator and TOTW is prepared by the Careers Lead. The website is kept up to date with letters for parents, open evening and deadline dates along with useful career websites. Students can book appointments with the careers coordinator and parents are welcome to attend. Google classroom allows targeted career information for each year group. On-line resources include Start Profile and a range of websites are displayed on the school website. A world of work section is in the library and each tutor room in key stage 4 has a careers tutor box.

Funding is allocated in the annual budget planning round in the context of whole school priorities and particular needs in the CEIAG area. Where appropriate, Skill for Employment grants from Warwickshire County Council will be sought. The Careers lead is responsible for the deployment of resources. Students receiving PP funding have participation in events subsidised and access to events through NCOP.

RECORDING AND MONITORING

Students' careers activities are comprehensively tracked through COMAPSS+ and internal systems. These are reviewed annually to manage agreed action plans and create next steps.

There is a quality assurance process – Bi annual deep dive by AHT/Careers lead, following which an action plan created and acted upon by PSHE/Career lead

Monitoring and evaluation takes place through:

- Lesson observations and learning walks
- Student voice
- Student feedback on their experience of the careers programme
- Informal feedback from external partners and parents
- Evaluation of work experience by students and employers
- Annual parental evaluation
- Destination data post 16 and post 18

REVIEW

This policy will be reviewed every two years.

Careers, Education, Advice and Guidance – What can you expect at The Avon Valley School?

As a student at The Avon Valley School you are entitled to receive a planned programme of careers education lessons and events/activities. This programme is designed to help you make informed choices about GCSE and A Level choices and future careers.

- You will receive Progress Reports and have annual parents evenings to assess your progress and set targets
- You will receive a programme of specific careers related lessons in PSHE
- You will have access to mentoring support through your pastoral team
- You will have access to Careers resources and information in the library, google classroom and the school website
- You will receive information relevant to your year group through assembly and tutor time and through specific Careers Splash days
- Access to a careers advisor
- Information events will also be provide for your parents/carers to enable them to support you in your decision making
- You will be given the opportunity to meet a variety of employers
- You will be given the opportunity to attend events on and off site that are of interest to you
- You will be given the opportunity to spend a week on work experience.