

*Reviewed December 2018*

*Review period: bi-annual*

# Bacup and Rawtenstall Grammar School



## Careers Policy

## **Mission Statement**

We want to prepare young people for working life and equip them with the tools required to make well-informed, aspirational and realistic decisions. Together we can achieve this by ensuring young people are aware of:

- Their skills, abilities and potential;
- Their options, the world of work and how to capitalise on opportunities;
- How to link this knowledge and understanding together to facilitate successful career planning.

## **Statutory Guidance**

Statutory duty<sup>1</sup> requires governing bodies to ensure:

- All registered pupils at the school are provided with independent careers guidance from year 8 (12-13 year olds) to year 13 (17-18 year olds).
- A Provider Access policy statement is published, setting out the opportunities school provides for education and training providers to access pupils in year 8 to year 13.
- The school is working towards achieving 100% in all 8 Gatsby Benchmarks and has achieved 100% on Benchmark 5 by 2020.
- The school has a named person to the role of Careers Leader to lead the careers programme.
- The school publishes details of their careers programme for young people and parents.

## **Responsibilities of the school: Aims and Statement of Intent**

In response to these developments, BRGS will:

- Work towards achieving the 8 Gatsby Benchmarks as part of statutory duties.
- Ensure young people get the support they need to make well-informed, realistic decisions about their future through careers education, information, advice and guidance.
- Have appropriate, up to date, accurate and impartial information and resources that all young people can access regardless of race, gender, religion, ability, disability, social background or sexual orientation.
- Ensure the organisational policies relating to careers education, information, advice and guidance (CEIAG) are up to date and regularly reviewed and reflect this code of practice.
- Empower young people by informing them of how they can access CEIAG to help them plan their future and make well-informed, realistic decisions.
- Offer all young people access to impartial and independent careers guidance by a qualified guidance professional, at a time and place that suits their needs.
- Ensure that all staff working with young people are offered and access ongoing training about qualifications/progression pathways and other relevant subjects.
- Work in partnership, where appropriate, with opportunity providers including employers, FE and training providers, and youth support services.
- Working with parents/carers to offer them information, advice and guidance to help them, help their son/daughter.
- Involve young people and other stakeholders in the design, delivery and evaluation of CEIAG programmes.
- Promote equality of opportunity, celebrating diversity, challenging stereotypes and raising aspirations.

## **How we will fulfil our statutory obligations, meet our aims and achieve our mission statement**

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<sup>1</sup> Careers guidance and access for education and training providers: Statutory guidance for governing bodies, school leaders and school staff, October 2018, Page 9

Working closely with the Careers and Enterprise Company (CEC) and utilising the CEC Compass benchmark assessment tool, BRGS is committed to achieving 100% in the 8 Gatsby Benchmarks<sup>2</sup>:

#### **BENCHMARK 1: A STABLE CAREERS PROGRAMME**

The school has an embedded programme of career education and guidance that is known and understood by students, parents, teachers, governors and employers.

#### **BENCHMARK 2: LEARNING FROM CAREER AND LABOUR MARKET INFORMATION**

Every student, and their parents, has access to good quality information about future study options and labour market opportunities. The support of an informed adviser is available to make best use of available information.

#### **BENCHMARK 3: ADDRESSING THE NEEDS OF EACH STUDENT**

Students have different career guidance needs at different stages. Opportunities for advice and support is tailored to the needs of each student. The school's careers programme looks to embed equality and diversity considerations throughout.

#### **BENCHMARK 4: LINKING CURRICULUM LEARNING TO CAREERS**

All teachers aim to link curriculum learning with careers. STEM subject teachers highlight the relevance of STEM subjects for a wide range of future career paths.

#### **BENCHMARK 5: ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES**

Every student has multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace through a range of activities including visiting speakers, mentoring, enterprise schemes, career fairs, employer fair, conferences and mock interviews to name a few.

#### **BENCHMARK 6: EXPERIENCES OF WORKPLACES**

Every student in year 10 and many in year 12 are given the opportunity to have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.

#### **BENCHMARK 7: ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION**

All students understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace through tutor sessions and career events such as the careers fair and year 9 Next Steps evening.

#### **BENCHMARK 8: PERSONAL GUIDANCE**

Every student in year 10 and 11 has the opportunity of a guidance interview with a career adviser who is working towards/achieved the Level 6 Diploma in Careers Guidance and a member of the Careers Development Institute. Every student in year 12 and 13 has the opportunity of a further guidance interview. The career adviser is also available for any student whenever significant study or career choices are being made in order to meet individual needs.

BRGS will continue to develop existing careers delivery based on this best practice. For a comprehensive range of activities please see the BRGS Next Steps Careers Programme.

#### **Quality assurance and feedback**

Gatsby Benchmark 1 highlights the need for evaluation and seeking all stakeholder views on career provision. The school systems will continue to monitor both the quality and impact of our careers programme. Destination measures will be analysed and discussed to ensure that our provision meets the needs of all students. We will regularly seek the views of all stakeholders through a range of methods such as evaluations, focus groups and surveys and use these outcomes to inform our future planning.

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<sup>2</sup> Good Career Guidance: Reaching the Gatsby Benchmarks, The Gatsby Charitable Foundation, April 2018