



# CAREERS POLICY

## 2024

*This policy will be reviewed annually to ensure it remains current and reflects any changes in statutory guidance or the needs of our students.*

**Last Reviewed:** October 2024

**Next Review Date:** October 2025



**The intended audience for this document is Parents, Carers, Staff, Businesses & Volunteers.**

**All students have an equal entitlement to high quality Careers Education, Information, Advice and Guidance.**

## INTRODUCTION

At Hollingworth Academy, we believe that every student deserves high-quality careers education, advice, and guidance to help them make informed decisions about their future. Our careers programme aims to equip students with the knowledge, skills, and confidence they need to navigate an ever-changing world of work, education, and training.

We are committed to embedding careers education throughout the curriculum and offering our students meaningful encounters with employers, training providers, and further education institutions, ensuring they are well-prepared for life beyond school.

## AIMS OF THE CAREERS PROGRAMME

The careers programme at Hollingworth Academy aims to:

- Support students in making informed choices about their education, training, and career pathways.
- Provide impartial advice and guidance to ensure all students understand the range of Post 16 and Post 18 options available to them.
- Deliver meaningful encounters with employers and workplaces, helping students develop employability skills.
- Promote equality of opportunity, raising aspirations and helping all students achieve their potential.
- Meet the requirements of the Gatsby Benchmarks, ensuring a world class careers programme in line with national best practices.

## GATSBY BENCHMARKS

We are committed to meeting the 8 Gatsby Benchmarks for careers education, which are:

1. **A Stable Careers Programme:** The careers programme is embedded into the academy's curriculum and is known by students, parents, teachers, governors, and employers.
2. **Learning from Career and Labour Market Information:** Students and parents have access to high-quality information about future study options and the labour market.
3. **Addressing the Needs of Each Student:** The programme raises aspirations while ensuring tailored support for all, especially those with additional needs.
4. **Linking Curriculum Learning to Careers:** Every subject links to careers, with emphasis on the importance of science, technology, engineering, and maths (STEM).
5. **Encounters with Employers and Employees:** Students have multiple opportunities to engage with employers.
6. **Experiences of Workplaces:** Students experience workplaces to better understand career options.
7. **Encounters with Further and Higher Education:** All students have meaningful encounters with universities, further education, and apprenticeship providers.
8. **Personal Guidance:** Students receive guidance from a qualified careers adviser at key decision points.

## STUDENT ENTITLEMENT

All students at Hollingworth Academy are entitled to:

- **Careers Information, Education, Advice, and Guidance (CIEAG)** from Year 7 to Year 11.
- **Access to impartial careers advice**, allowing them to explore a full range of Post 16 and Post 18 options, including academic and vocational pathways.
- **Opportunities to meet employers**, training providers, and further and higher education institutions.
- **Support in developing employability skills**, such as communication, teamwork, problem-solving, and resilience.
- **Personalised careers advice and guidance**, ensuring they receive support tailored to their individual needs and aspirations.

## CAREERS EDUCATION AND CURRICULUM

Careers education is integrated into the curriculum across all year groups. It is delivered through:

- **RISE** lessons.
- **Subject lessons** where teachers link the curriculum to relevant careers and industries.
- **Assemblies and career-focused events.**
- **Drop-down days** where students participate in activities such as mock interviews, careers fairs, and employer-led workshops.

## EMPLOYER ENGAGEMENT AND WORK EXPERIENCE

We work closely with local and national employers to provide students with meaningful workplace encounters, in line with the Gatsby Benchmarks. This includes:

- **Employer talks and presentations:** Professionals from a range of sectors visit the school to share their career journeys and industry insights.
- **Workplace visits:** Students have the opportunity to visit businesses and organisations to experience the working environment.
- **Work experience:** Year 10 and Year 12 students participate in work experience placements, giving them a taste of the working world and a chance to develop key skills.

## CAREERS ADVICE AND GUIDANCE

Hollingworth Academy provides impartial careers advice and guidance through:

- **Qualified Careers Adviser:** Our Positive Steps Careers Adviser offers one-to-one guidance sessions with students, particularly in Year 11 and Year 13 when key decisions about further education and training need to be made.
- **Personal Development Tutors:** Tutors play a key role in supporting students' career aspirations and helping them navigate the options available to them.
- **External partnerships:** We work with a range of external partners, including local businesses, apprenticeship providers, and higher education institutions, to offer high-quality advice and guidance.



## PROVIDER ACCESS STATEMENT

In compliance with the **Baker Clause** (Section 42B of the Education Act 1997), Hollingworth Academy is committed to ensuring that all students have access to a wide range of education and training providers. We provide opportunities for colleges, training providers, apprenticeship organisations, and employers to speak with students in Years 7 to 13. Our **Provider Access Policy**, detailing how external providers can access our students, is available on our website.

## MONITORING AND EVALUATION

We regularly review the effectiveness of our careers programme to ensure it meets the needs of our students and complies with national standards. This includes:

- **Student feedback:** We gather feedback from students to evaluate the impact of our careers programme.
- **Employer feedback:** We seek input from employers and partners involved in delivering careers activities to ensure continuous improvement.
- **Reviewing Gatsby Benchmark progress:** We assess our careers provision against the Gatsby Benchmarks, ensuring we meet the standards of a high-quality programme.
- **Annual review:** The careers policy is reviewed annually by the Careers Leader, with oversight from the Senior Leadership Team (SLT) and the school's governing body.

## ROLES AND RESPONSIBILITIES

- **Careers Leader:** The Careers Leader at Hollingworth Academy is responsible for managing the overall careers programme, working with external partners, and ensuring that the academy meets the requirements of the Gatsby Benchmarks.
- **School Leadership Team:** The SLT supports the careers programme, ensuring it aligns with the academy's vision and priorities.
- **Subject Leaders and Teachers:** Subject leaders and teachers are responsible for embedding careers education within their subject areas, helping students make connections between their learning and future careers.

## CONTACT INFORMATION

If you would like more information about the careers programme at Hollingworth Academy, please contact:

-  Careers Leader: Cate Calveley
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