**Careers Policy Statement**

**The Oswaldtwistle School**



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| **Approved by:** | Leesa Amin-Yasin | **Date:** 13.09.2024 |
| **Last reviewed on:** | 09.03.2024 |  |
| **Next review due by:** | 15.09.2024 |  |

This policy aims to set out our school’s provision of impartial and informed careers guidance for our pupils. This includes the ways in which pupils, parents, teachers and employers can access information about our careers programme.

High-quality careers guidance is important for our pupils’ futures, and our provision aims to:

* + Help pupils prepare for the workplace, by building self-development and career management skills
  + Provide experience and a clear understanding of the working world
  + Develop pupils’ awareness of the variety of education, training and careers opportunities available to them
  + Help pupils to understand routes to careers that they’re interested in, and to make informed choices about their next step in education or training
  + Promote a culture of high aspirations and equality of opportunity

This policy is based on the Department for Education’s (DfE’s) statutory [Careers guidance and access for education and training providers](https://www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools).

This guidance refers to:

* The Education Act 1997
* The Education and Skills Act 2008
* The School Information (\*England) Regulations 2008

This policy is also in line with the more recent [Skills and Post-16 Act 2022](https://www.legislation.gov.uk/ukpga/2022/21/contents/enacted), which came into force on **1 January 2023**. It explains that our school must provide a minimum of **6 encounters** with technical education or training providers to all pupils in years 8 to 11. For more detail on these encounters, see our provider access policy statement, which you can find on our website.

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. This came into force on 1 September 2022, and amended the existing duty in The Education Act 1997, so that:

* Our school must now secure independent careers guidance from year 7 (instead of from year 8, previously)

**General Statement**

The Oswaldtwistle School provides education and support through alternative provision to ensure that every learner reaches their full potential. We work with learners who are particularly vulnerable to becoming NEET. The school works collaboratively with internal and external partners to build a cohesive program for careers education to ensure that every student reaches their full potential. The development of careers within Oswaldtwistle School is a continuous priority within our school improvement plan.

We will support students to help achieve their best intended outcome by raising aspirations and providing access to differentiated, impartial and independent careers information and guidance about the range of options.

**Commitment**

The Oswaldtwistle School is committed to providing a planned Careers program; this will be differentiated to suit the needs of each individual learner. Students will leave Oswaldtwistle School with the skills and knowledge required to support their entry to further education, training or employment. The Oswaldtwistle School work with the Local Authority and a wide range of voluntary and statutory agencies to support our students who circumstances have made them vulnerable or hard to reach, including those with Special educational needs and those who are risk of becoming NEET.

The Oswaldtwistle School is committed to achieving and maintaining the 8 Gatsby Benchmarks, whilst closely working with the careers and enterprise company (CEC) and utilising the CEC compass benchmarks as an assessment tool.

**The Oswaldtwistle School will commit to the following Gatsby Benchmarks:**

1. A stable Careers program
2. Learning from Careers and Labour Market Information
3. Addressing the Needs of Each Pupils
4. Linking Curriculum learning to Careers
5. Encounters with Employers and Employees
6. Experiences of Workplaces
7. Encounters with Further and Higher Education
8. Personal Guidance

The Oswaldtwistle School has a duty to provide independent careers guidance for all students. Oswaldtwistle School will achieve this by commissioning a SLA with an independent Careers Advisor.

**Careers Programme**

The aim of our Careers programme is to raise the aspirations of all our students and to support them in making realistic decisions for post 16. Oswaldtwistle School Careers Programme ensures that every student gets important life skills that will better support them post 16:

* Prepare pupils for the transition to life after Oswaldtwistle School.
* Support pupils in making informed decisions which are appropriate for them.
* Provide pupils with well-rounded experiences.
* Develop personal characteristics such as social skills, communication, independence and resilience.
* Inspire and motivate pupils to develop themselves as individuals and live as independently as is possible.

A detailed outline of our careers programme can be found on the careers section on the school website.

Our programme doesn’t show bias towards any particular career path, and promotes a full range of technical and academic options for pupils.

It is structured in a way that builds upon previous years, and the overarching aim is divided between the Key Stages so that pupils are encouraged to think appropriately about their future. We provide aims, objectives and activities for each year group.

**Responsibilities**

All staff will contribute to careers education and guidance through their role as tutors, pastoral and subject teachers. Outside providers deliver specialist sessions. The careers programme is planned, monitored and evaluated by the Head teacher, SLT, Careers Lead/Adviser.

**Careers Team**

Leesa Amin-Yasin SLT, Assistant Headteacher, Strategic Lead for Careers

Dylan Fee Careers Lead, Pupil Support Manager

Henna Khan Careers Team, Teaching Assistant

Education Business Partnership (NW) Independent Careers Advisor

Our careers leader can be contacted by phoning 01254 231553 or emailing Dylan.fee@oswaldtwistle.org. Our careers lead works closely with the senior leadership team (SLT) and will:

* Take responsibility for developing, running and reporting on the school’s career programme
* Plan and manage careers activities
* Manage the budget for the careers programme
* Support teachers to build careers education and guidance into subjects across the curriculum
* Establish and develop links with employers, education and training providers, and careers organisations
* Work closely with relevant staff, including our special educational needs co-ordinator (SENCO) and careers adviser, to identify the guidance needs of all of our pupils with special educational needs and/or disabilities (SEND) and put in place personalised support and transition plans
* Work with our school's designated teacher for looked-after children (LAC) and previously LAC to:
* Make sure they know which pupils are in care or are care leavers
* Understand their additional support needs
* Make sure that, for LAC, their personal education plan can help inform careers advice
* Review our school's provider access policy statement at least annually, in agreement with our governing board

**Our SLT will:**

* Support the careers programme
* Support the careers leader in developing their strategic careers plan
* Make sure our school’s careers leader is allocated sufficient time, and has the appropriate training, to perform their duties to a high standard
* Allow training providers access to talk to pupils in years 8 to 13 about technical education qualifications and apprenticeships, and set out arrangements for this in our school’s provider access policy statement
* Network with employers, education and training providers, and other careers organisations
* The governing board will:
* Provide clear advice and guidance on which the school can base a strategic careers plan which meets legal and contractual requirements
* Appoint a member of the governing board who will take a strategic interest in careers education and encourage employer engagement
* Make sure independent careers guidance is provided to all pupils throughout their secondary education (11 to 18 year-olds) and that the information is presented impartially, includes a range of educational or training options and promotes the best interests of pupils
* Make sure that a range of education and training providers can access pupils in years 8 to 13 to inform them of approved technical education qualifications and apprenticeships
* Make sure that details of our school’s careers programme and the name of the careers leader are published on the school’s website
* Make sure that arrangements are in place for the school to meet the legal requirements of the ‘Baker Clause’, including that the school has published a provider access policy statement

Teaching Staff are responsible for delivery of careers education, by embedding Careers into their subject and contributing to the effectiveness of the overall programme.

**Monitoring arrangements**

Careers Education is monitored on a regular basis, via SLT meeting and meeting with our Careers team. This allows us to monitor and evaluate the current provision across the school. We encourage staff, students and parents/carers to provide feedback regularly.

The school’s arrangements for managing the Careers Policy Statement are monitored by Leesa Amin-Yasin (Assistant Headteacher).

This policy will be reviewed by Leesa Amin-Yasin (Assistant Headteacher) annually. At every review, the policy will be approved by the management Committee and The Headteacher.

**Support for pupils with Special Educational Needs or Disabilities**

The Oswaldtwistle School maintains the aspirations for all pupils with special educational needs and disabilities (SEND) and will support them in preparing for their next phase of education or training. Further information about support for students with SEND can be found in the SEND policy which is available on the school website.

We expect that the majority of pupils with SEND will follow the same careers programme that meets the Gatsby Benchmarks as their classmates, with adjustments and additional support as needed.

Our careers leader will work with teachers and, where appropriate, professionals from relevant organisations, to identify the needs of our pupils with SEND and put in place personalised support and transition plans. This may include meetings with pupils and their families to discuss education, training and employment opportunities, supported internships and transition plans into higher education.

Our careers leader may, as appropriate, invite adults with disabilities to visit and share their experience and advice.

No information will be given to pupils without SEND that is not also offered to our pupils with SEND.

**Statutory requirements and recommendations**

The careers provision at Oswaldtwistle School is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997.

This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

* be impartial
* include information on a range of pathways, including apprenticeships
* be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: ‘Careers Guidance and Inspiration for young people in schools.’ This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships.

**Links to other policies**

* + Safeguarding/child protection policy
  + Provider Access policy
  + SEND policy