



**Ramsden Hall Academy  
Careers Policy**

<b>LAST REVIEW DATE</b>	<b>September 2020</b>	<b>REVIEW PERIOD</b>	<b>Annually</b>
<b>NEXT REVIEW DATE</b>	<b>September 2021</b>	<b>OWNER</b>	<b>E Baker</b>

## **Philosophy**

At Ramsden Hall Academy our Careers, Education, Information, Advice and Guidance (CEIAG) programme is an integral part of the preparation of students for the opportunities and experiences of adult life. Its central concern is equipping students to manage the choices, changes and transitions affecting their future education, training, employment and life as adult members of an international society and to instil life-long learning.

## **Rationale for CEIAG**

A young person's career is the progress they make in learning and work. All young people need a planned programme of activities to help them choose 14-19 pathways that are right for them. Our CEIAG programme should enable pupils to:

- Be more self-aware about their own skills, aptitudes, values, aspirations and potential.
- Have a better understanding of education, training and future career opportunities.
- Make informed choices about their own continuing education, training and future career paths.
- Develop career management skills of self-reliance, adaptability, flexibility, decision making and problem solving.

## **Commitment**

Ramsden Hall Academy is committed to providing a planned programme of CEIAG for all students in years 7 – 11 in partnership with CYPDS and The Prince's Trust. Ramsden Hall Academy endeavours to follow the latest statutory and best practice guidance and is also committed to meeting the needs of its students by following the Gatsby 8 Benchmarks.

## **Links with other policies**

It is underpinned by the school's ongoing policies for teaching and learning, SEND, assessment, recording and reporting achievement, PSHCE, equal opportunities, health and safety, and special needs linking with the whole school development plan.

## **Student Needs**

The Careers Programme is designed to meet the needs of the students at Ramsden Hall Academy. It is differentiated to ensure progression through activities that are appropriate to student's stages of career learning and development. It will be tailored as required to meet the needs of any individual pupil with any disability to be totally inclusive.

## **Entitlement**

The Careers Programme is designed to meet the needs of all students at Ramsden Hall Academy regardless of race, gender, disability, sexual orientation and religion. Students are entitled to CEIAG that is impartial. It is intended that pupils should be able to:

- (a) Understand the importance in life skills of effective decision making and the need to

reach such decisions in a logical way. The process, as much as the resulting decisions, should be clearly understood, to allow the students to be independent in the future.

- (b) Assess his strengths, weaknesses, preferences and limitations and to relate these to the choice of career.
- (c) Appreciate the range of occupational choice.
- (d) Appreciate the qualities that are of interest to employers.
- (e) Assess the effect of occupation on lifestyle.
- (f) Identify what gives job satisfaction and what causes the reverse.
- (g) Acquire full and up to date information about the careers he is interested in.
- (h) Attend work experience if appropriate to help the student make a career choice.
- (i) Understand the educational opportunities at 16+ locally.
- (j) Understand the various academic and vocational qualifications, their limitations, and suitability to career choice.
- (k) Appreciate the changing patterns of vocational training and entry to work through, for example, modern apprenticeships, traineeships and internships.
- (l) Recognise and research the sources of job vacancies and how to evaluate these.
- (m) Be able to know how to make a good application for a job or training and to conduct himself well at interview.
- (n) Be aware of the financial demands of National Insurance, Income Tax, etc.
- (o) Understand the discipline which will be required by employers.
- (p) Be aware of Health and Safety procedures relating to a working environment.
- (q) Identify examples of sexual stereotyping and understand what equal opportunities are.
- (r) Identify all areas of possible discrimination in the workplace.
- (s) Be aware of the work of Trade Unions.
- (t) Appreciate some of the difficulties of unemployment and to be aware of agencies and strategies that may help to alleviate some of these.

## **Implementation**

The School adopts the following approaches to the delivery of CEIAG:

- The Gatsby Benchmark
- As part of a separately time-tabled Life skills Programme.
- Through off time-table specific events.

- Through cross curricular work within all school departments.
- In partnership with CYPDS, Essex Youth Service, The Prince's Trust Achieve programme and local employers and other outside agencies.
- Careers lessons are part of the Lifeskills curriculum. Other focused events eg a careers and further education fair are provided from time to time. Work experience preparation and follow-up take place in Lifeskills and/or vocational lessons and other appropriate parts of the curriculum.

### **Work Related Learning**

WRL and Enterprise is a fundamental part of a young person's education across the curriculum, enabling them to make successful transition from school to adulthood and employment. The school will offer a wide range of experiences for students to learn about the world of work, motivate them and prepare them for the opportunities, responsibilities of adulthood whilst supporting their future aims and aspirations.

### **Assessing Impact**

The impact of the CEIAG is measured through both the percentage of students achieving a Princes Trust Achieve qualification at the end of Year 11 and the percentage of Year 11 leavers who have received an offer of suitable further education, training or apprenticeship.

**The CEIAG Policy will be reviewed annually by senior teachers and a member of SLT.**

**Review date September 2021.**

This document along with up to date links to post 16 websites can be accessed by staff, parents, carers, governors, partners and personal advisors via the School website.

Further information regarding post 16 opportunities can be found at the following places:

<https://www.essex.ac.uk/>

<https://www.nacro.org.uk/education/>

<https://www.gov.uk/apply-apprenticeship>