



Batchwood School
make every day count

CEG Policy

Kerry Pollard

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Signed – Governor

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Print Name

Date: November 2017

Review: November 2018

1. MISSION STATEMENT

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make 14-19 choices that are right for them and to be able to manage their careers throughout their lives.

2. AIMS

Batchwood School is committed to providing a planned programme of careers education for all Pupils in Years 7-11 and information, advice and guidance (IAG) in partnership with the local Youth Connexions Service.

The school endeavours to follow the National Framework for CEG 7-19 in England (DCSF 2010) and other relevant guidance from the DfE and Ofsted. The provision meets the DfE Statutory Guidance issued in April 2012. The careers education programme strives to promote economic wellbeing.

This policy was developed and is normally reviewed biennially through discussions with teaching staff; the school's Youth Connexions personal adviser, Pupils, parents/carers and governors.

It supports and is underpinned by key school policies including those for teaching and learning, assessment, recording and reporting achievement, citizenship, PSHE, work related learning and enterprise, equal opportunities and diversity, health and safety, gifted and talented, and special needs.

The careers programme is designed to meet the needs of Pupils at this school. It is differentiated and personalised to ensure progression through activities that are appropriate to Pupils' stages of career learning, planning and development.

A provision is made for careers education information, advice and guidance that meets professional standards of practice and is person-centred, impartial and confidential. It will be integrated into Pupils' experience of the whole curriculum and be based on a partnership with Pupils and their parents or carers. The programme will promote equality of opportunity, inclusion and anti-racism.

At Batchwood School, the careers co-ordinator manages the careers programme and is responsible to the Headteacher and is supported by a school governor (David English). The careers co-ordinator is responsible for directing the work of the careers team, including: collating schemes of work, extended work experience and work placements in KS4.

All staff contribute to the careers education provision through their roles as form tutors and subject teachers. The careers programme is planned, monitored and evaluated in consultation with the Directors of Learning (Years) and the Youth Connexions personal adviser who provides specialist careers guidance.

The careers programme includes careers education sessions, career guidance activities (group work and individual reviews), information and research activities (in the Youth Connexions Resource Centre and on the school intranet), work related learning (including one week work experience), and individual learning in Lifelong Learning PSHE activities. Careers lessons, which take place during PSHE, are part of the school's Personal Development programme. Other focused events, e.g. HE Fayre, FE Taster Days, Careers Cafe, Mock Interview day and Extended Learning Careers Days are planned on an annual basis. Work experience preparation and follow-up take place in careers lessons and other appropriate parts of the curriculum.

Pupils are actively involved in the planning, delivery and evaluation of activities.

Career learning is assessed using outcomes based on the National Framework and assessment for learning techniques. At KS4, pupils placed on the extended work experience programme have the opportunity to work towards specific qualifications.

The annual Partnership Agreement is reviewed between the school and the local Youth Connexions Service which identifies the contributions to the programme that each will make.