



# All Saints Catholic High School

## Careers Policy

*"We will provide a Christian Education for all pupils based on the teachings of Jesus and the Spirit of the Gospels. The whole life of the school will be determined by the Gospel Values of Love and Justice. We will always value and care for all members of the All Saints Community according to their needs, and will affirm and nurture the development of all"*

**School Mission Statement**

**Date Reviewed: February 2021**

**Next Review Date: February 2022**

## Careers Mission Statement

All students should receive the appropriate level of Information, Advice and Guidance to enable them to make well informed and realistic decisions about their future in terms of education and careers and to support them in raising their own personal aspirations.

## Vision

All Saints Catholic High School believes that students should be appropriately prepared for the choices they make during their education and the choices they make in the future. Students should have an understanding of how their education will prepare them for the world of work. The students should feel confident in making key decisions about educational and career choices and have a clear understanding of the routes to achieve their goal.

This preparation should be achieved through a variety of means such as impartial and independent one to ones with a qualified Careers Advisor, careers opportunities and experiences with our business partners and open evenings/days/visits to local colleges and Universities. Students will also have access to a range of online resources and programs bought in for the school as well as meeting a plethora of employers, further and higher education institutions and companies that offer apprenticeships. Careers will be integrated into the pupils' experience for the whole curriculum and will be based on partnerships with external partners, businesses, educational institutions, apprenticeship providers, teachers, pupils and parents.

This policy document is published on the school website and available to employers, staff, governors, parents and pupils. The policy and full careers programme has been developed in line with the DFE Careers Guidance and Access for Education and Training Providers October 2018 and the previous January 2018 version along with the CDI Framework for Careers, Employability and Enterprise Education. The School's careers program will be published for all and developed and reviewed annually in collaboration with all stakeholders and governors. It will be guided by the 'Gatsby' benchmarks, to ensure best practice and to conform to statutory requirements.

## Aims

- To raise students' aspirations and expectations.
- To enable students to set personal objectives and goals in relation to their future choices.
- To help students develop employability and key skills.
- To promote equal opportunities and tackle gender stereotyping within career choices.
- To promote lifelong learning and education to students.
- To prepare students to independently access Information, Advice and Guidance.
- To enable students to have access to an impartial adviser for further support and guidance.

## Objectives

- Students should be able to plan their future choices and understand how to access further support and IAG.
- Students should be aware of how current labour market information may affect future choices.

- Students should understand how educational achievements are linked to maximising their potential future choices.
- Students should be able to identify a range of key and employability skills they have gained to help them succeed in the world of work.
- Students should understand gender stereotyping within the workforce and understand how to overcome it.

## **Entitlement**

All students aged 11-19 years old at All Saints Catholic High School are entitled to receive unbiased Information, Advice and Guidance through the schools Careers Advisor.

## **Team**

The Careers Team includes Alex Hay who is our Careers Mentor and Apprenticeship lead. The Careers Team is overseen by the Assistant Headteacher, Margaret O'Neill. The Careers Policy is reviewed every year by the Governing Body. Activities are reported to governors three times a year to quality assure the programme. The Student Council are consulted three times a year about our careers provision and this is fed back to the Senior Team, Governors and, where appropriate, the Careers Team make amendments/additions to the Careers Program. Parents are consulted through the parent survey. Subject Leaders consult with their staff within Subject Meetings. The Assistant Headteacher attends the Archdiocese network meetings several times a year to take further information from other schools and academies.

## **Management of Information, Advice and Guidance**

The provision and quality of the Information, Advice and Guidance delivered to students is managed by the Careers Team who reports to the Academy's Senior Leadership team through the Assistant Headteacher, as well as through links with the Local Authority.

## **Careers Education and Information, Advice and Guidance**

Students receive careers education and guidance from Year 8 to Year 13 through a range of different mediums, including; assemblies, information in registration, one to one and group careers guidance appointments, access to online careers resources (KUDOS) and through events such as Drop Down Days, speed dating (public and private sector), and University visits.

## **Provision of Careers Information**

The provision of Careers is primarily accessed via electronic software to ensure the most up to date and accurate information is accessed by students. This also enables students to have greater access to information as all software should be accessible via the student network. Students are also encouraged to access information from the National Careers Service website.

## **Design and Delivery of Individual Information, Advice and Guidance**

All students from Year 7 to Year 13 are entitled to access individual information, advice and guidance from a suitably qualified Careers Adviser. Students with Special Educational Needs (SEN), those classified as 'at risk' and or potentially NEET will also have access to external Information, Advice and Guidance adviser provided by the Local Authority. HOY and form tutors

are also encouraged to refer individual students to the Careers Advisor if they feel this is necessary. The school uses the Gatsby Benchmarks as a framework for whole school careers provision, measured by the Compass tool.

## **Apprenticeships**

The school is developing an apprenticeship offer from our business partners. The aim is to have approximately 20 positions made available for year 11.

## **Support for Parents**

All parents can access information on supporting their children in making career and education choices. The support is offered through: • Policy, Programme and Resources on the school website. • Access to the Schools Careers Advisor weekly, via phone or appointment and at Parents Evenings. • Individual action plans sent home after each 121 interview.

## **Equal Opportunities**

All Information, Advice and Guidance will be provided impartially to students and will be provided free of bias. Students will be encouraged to look at careers and courses outside of the normal gender stereotypes and assemblies target this area as well as regular raising aspirations assemblies. All staff at the school are trained through CPD to raise aspirations, promote equality of opportunity, celebrate diversity and challenge stereotypes through their daily lessons and the school's PSHE programme as well as through assemblies and dealings with pastoral staff. A wide range of interventions also exist across the school where necessary.

## **Businesses**

The school has a range of partnerships with local and national businesses who work with the Careers team and Subject Leaders on curriculum content and deliver assemblies, workshops, etc.