



# Careers Information, Advice and Guidance Policy

**Date of next review: January 2028**

**Policy review dates and changes**

Review date	By whom	Summary of changes made	Date implemented
10.12.25	Mat Jenkins	Updated to include whole school and Gatsby Benchmarks	17.11.25

Reviewed January 2026

## **Purpose**

The school's vision for Careers Education, Information, Advice and Guidance is to ensure that every student leaves at the end of Year 11 with the confidence, knowledge, and skills to make informed and aspirational choices about their future. Careers education is seen as a vital part of the school's wider purpose to prepare students for adult life, enabling them to understand themselves, explore opportunities, and navigate an increasingly complex world of work and learning.

## **Aims and Objectives**

Our aims and objectives are based on following the guidance as set out by the 8 Gatsby Benchmarks:

- 1) Providing a stable, embedded careers programme
- 2) Learning from Career and Labour Market information
- 3) Addressing the needs of each young person
- 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

## **Careers Education and Learning**

The school delivers a structured careers programme that:

- Is embedded within the wider curriculum and personal development provision.
- Is age-appropriate and progressive from Year 7 to Year 11.
- Includes lessons, workshops, assemblies, employer encounters, workplace experiences, and careers events.
- Is regularly reviewed and evaluated to ensure quality and impact.

Careers learning is supported through subject teaching, highlighting the relevance of curriculum learning to future careers and pathways.

## **Links with Primary Education**

The school recognises the importance of early exposure to careers-related learning and works to support pupils' understanding of the world of work and future aspirations. This may include participation in transition activities, shared projects, or events that promote ambition, challenge stereotypes, and develop early awareness of skills, jobs, and pathways.

These activities are designed to support smooth transition into secondary education and to build positive attitudes towards learning and future opportunities from an early age.

We also provide a range of real life work related experiences through face to face sessions with other agencies (such as the Fire Brigade, NHS, local business etc).

### **Current priorities**

Our careers strategy is informed by these current priorities:

- supporting individual aspirations, improving attainment and ensuring positive destinations
- meeting the needs of specific groups including looked after children, young carers and children from economically-deprived backgrounds
- developing learners' career management skills, especially those associated with career adaptability, resilience, enterprise and employability
- developing the use of digital technologies to meet young people's career development needs in conjunction with face-to-face support
- working with parents/carers, education, the community and business partners to meet students' career development needs

### **Strategy**

To achieve the objectives of this policy, we will:

- ensure that the governing body is actively involved in shaping careers policy and strategy through its committee structure
- identify a senior member of staff to advise the senior leadership team and governors on curriculum, staffing and resource requirements; and to lead the development, implementation and evaluation of the school's careers provision with the support of other key post holders, specialist careers staff and external partners
- develop and maintain a costed annual careers plan for achieving current priorities including delivering the planned programme, meeting staffing and CPD costs, and monitoring, reviewing and evaluating the strategy
- commission independent careers guidance services from individuals/organisations that meet the standards set by the Quality in Careers Standard
- communicate the benefits of an effective provision to all our partners
- actively involve learners themselves in the planning, delivery and evaluation of the careers programme
- encourage KS4 pupils, where appropriate to have an experience of work

**Review**

This policy will be reviewed by the governing body every two years.