



Careers, Education and Guidance Policy

Rationale

All young people need a planned programme of activities to help them make choices that are right for them and to help them manage their careers throughout their lives. Schools have a statutory duty to provide careers education in year 7 – 11 (1997 Education Act, 2003 Education regulations) and also to give pupils access to careers information and guidance.

The Baker Clause:

Introduced as an amendment to the Technical and Further Education Act 2017, the Baker Clause stipulates that schools must allow colleges and training providers access to every student in Years 8 to 13 to inform them about approved technical education qualifications and apprenticeships.

At Wood Green Academy we act impartially and not show any bias towards any route, be that academic or technical. We promote the full range of technical options and open our doors to other education and training providers, providing a range of opportunities for providers to talk to all year 7 - 13 pupils about their offer. Pupils are made aware of the benefits of apprenticeships, T Levels and other approved technical education qualifications.

Commitment

Wood Green Academy is committed to providing a planned programme of careers education for all pupils mainly through the medium of SU4L days and information, advice and guidance (IAG) in partnership with Connexions. Wood Green Academy follows the National Framework for CEG 11-19 in England (DfES 2001) and other relevant guidance from DfES, QCA and Ofsted. Wood Green Academy gained the Black Country Quality Award for CEG in 2007.

Development

The policy was developed by and links to the Guidance Community policy that underpins the whole school approach to both CEG and guidance and will be reviewed annually by both internal and external providers (see mapping of support team).

This policy is supported by key school policies including those for teaching and learning, raising achievement, assessment, citizenship, work related learning and enterprise, SU4L, equal opportunities, health and safety, gifted and talented and special needs.

Objectives

The careers programme has been developed to ensure that the activities are appropriate to pupils' stages of career learning, planning and development. The advice and guidance entitlement is monitored to ensure that it meets the 8 Gatsby Benchmarks, professional standards of practice and is pupil centered, impartial and confidential working within child protection legislation. The educational programme is an integrated one and promotes equality of opportunity, inclusion and anti-racism.

Implementation

The Director of Curriculum Enrichment co-ordinates the careers education programme through



SU4L days, guidance and form time and is responsible to the Deputy Head teacher (Curriculum). The Careers Leader organises the delivery of careers information, advice and guidance and also liaises with external agencies particularly Connexions. The Careers Leader for Work Related Learning and Enterprise plans and implements work experience and enterprise activities. All staff contribute to careers education, advice and guidance through their roles as subject teachers and tutors with specialist sessions being delivered by suitably qualified or trained staff. The guidance community (see mapping) all contribute to the development of the careers programme. Careers information is accessible to pupils through the Connexions Resource Centre based in the Learning Hub and maintained by the Learning Hub Managers.

A wide and varied range of activities both in curriculum time and in study support sessions are offered to pupils including differentiated sessions and materials for gifted and talented, underachieving year 11s and SEND pupils. These activities include: careers education, careers advice and guidance (both individual interview and group sessions), information and resources (paper based, software and internet accessible), work related learning (including work experience placements) and individual learning plans. Other focused events e.g. Mock interviews are planned in year 11. Careers lessons are part of the school's SU4L programme, work experience preparation and follow up are carried out in other appropriate parts of the curriculum.

Learning is assessed using outcomes based on the National Framework and assessment for learning techniques. ASDAN career planning is offered to a targeted cohort at year 10 and/or 11 and ASDAN Personal and Social Development is also offered. An annual partnership agreement is negotiated between the school and Connexions Black Country that identifies the joint contributions made to the programme. Other links include 14-19 partners.

Resources

Funding is allocated in the annual budget planned around the whole school priorities and particular needs in CEG. The Careers Leader is responsible for the budget. Sources of external funding are actively sought. Staff development needs are identified as part of the Partnership agreement with the Connexion service in conjunction with the Deputy Head teacher with responsibility for CPD. Funding is accessed through the school budget and Connexions funding. The school endeavours to meet all training needs.

Monitoring and Evaluation

The Connexions Partnership Agreement is reviewed termly. The programme is reviewed annually by members of the guidance community using the quality standards for CEG to identify improvements and reports are submitted to the Deputy Head teacher (curriculum). Evaluations are carried out periodically.