

	<p>The Duston School Policy</p>	
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<p>Policy Title</p>	<p>Careers Education and Guidance</p>
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<p>Rationale</p>	<ul style="list-style-type: none"> • It is our expectation that all pupils/students should leave the school and move on to either Further/Higher Education or training or other career opportunities. • This policy therefore recognises that the provision of effective Careers Education Independent Advice and Guidance (CEIAG) is an essential part of their preparation for these responsibilities and experiences of adult life. • It should help them to be more self-aware, to be informed of their own continuing education and training and about possible career paths. It displays commitment to working towards national Gatsby Benchmark targets. <p><u>Gatsby Benchmark Key</u></p> <p>G1. A stable careers programme G2. Learning from career and labour market information G3. Addressing the needs of each pupil G4. Linking curriculum learning to careers G5. Encounters with employers and employees G6. Experiences of workplaces G7. Encounters with further and higher education G8. Personal guidance</p> <ul style="list-style-type: none"> • It should enable them to manage transition to new roles and situations throughout their life and help them to achieve their aspirations.
<p>Policy Statement</p>	<p>Students have access to Careers Education and Guidance in three main ways:</p> <p>1 <u>Through a planned programme of activities to assist students to</u></p> <ul style="list-style-type: none"> • Know themselves better. • Be aware of equal opportunities and stereotyping. • Manage transitions to new roles and situations, particularly at the end of KS4 and at 18+. • Be aware of education, training and career opportunities. • Make informed choices about their own futures and career paths. <p>2 <u>Through access to Fast Tomato:</u></p> <p>Fast Tomato has been designed to help young people broaden their horizons and consider a broader spectrum of career and education options. Students take a short psychometric questionnaire which gauges interests, attitudes and motivations. They are then offered career and education suggestions, personalised to them. This is accessed through tutor time and remotely.</p>

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	<p>3 <u>Through external providers</u></p> <p>A series of talks and lectures as set out in the careers plan and through qualified impartial careers advice two days a week in school. The careers advisor is from a Matrix accredited organisation.</p> <p>Action planning and recording of alternative progression routes are seen as an essential part of effective guidance.</p> <p>Parental involvement is encouraged and all parents are invited to formal interviews, as well as having the opportunity to talk to independent careers advisors.</p>
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Year group	Event (Each G and number in brackets relates to the Gatsby Benchmarks which are referred to at the beginning and end of this document)
Year 7, 8, 9, 10 and Sixth Form	<u>University days</u> Certain universities are invited in to do talks with each year group focusing on how to get to university; university life and a Q and A session (G7)
Year 7, 8, 9, 10 and Sixth Form	<u>Fast Tomato</u> Fast Tomato is designed to help young people broaden their horizons and consider a broader spectrum of career and education options. Students take a short psychometric questionnaire which gauges interests, attitudes and motivations. They are then offered career and education suggestions, personalised to them. (G1-G8)
Year 7, 8, 9, 10 and Sixth Form	<u>Careers convention</u> Open to all students each July. Various representatives from industry. Students are allowed to wander; gather information and talk to people about the careers that they are interested in. Again, this is based on FT data. (G2, G3, G5, G6, G7)
Year 9	<u>Apprenticeship talks:</u> We invite apprenticeship providers in to talk to Year 9 students regarding the details surrounding apprenticeships (G5, G2)
Year 9	<u>PMNW, Elevate, Human Utopia</u> All based on raising aspirations and awareness with regards to the 'next steps' for Year 9. (G3, G8)
KS4 (Years 10-11)	<u>Apprenticeship talks:</u> We invite apprenticeship providers in to talk to Year 10 students regarding the details surrounding apprenticeships (G5, G2)

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KS4 (Years 10-11)	<u>Enterprise event</u> This is carried out to great success annually with Year 10 (G2, G5)
KS4 (Years 10-11)	<u>Careers and destinations interviews</u> Students meet with SLT to discuss their future plans and aspirations beyond KS4. (G8)
KS3-KS4	<u>Careers events</u> Opportunities for talks, lectures etc. for all students in Years 7-11. (G1, G2, G7, G3) <ul style="list-style-type: none"> • Armed Forces • Medical mavericks • Careers Top Trumps • Game designers • Restart a heart • National Enterprise Council • CV workshops • University talks
KS3-KS4	<u>Careers week tutor time resources</u> Tutor time resources used for all students based on key and employability skills (G4)
KS3-KS4	<u>Where will this subject take me?</u> Each subject produces a presentation about their area and the potential careers and pathways that can be pursued through each subject. (G4)
Gatsby benchmarks for reference	<u>Gatsby Benchmark Key</u> G1. A stable careers programme G2. Learning from career and labour market information G3. Addressing the needs of each pupil G4. Linking curriculum learning to careers G5. Encounters with employers and employees G6. Experiences of workplaces G7. Encounters with further and higher education G8. Personal guidance

Links to other policies	Curriculum, Equal Opportunities		
Staff responsible	SBE	Governors Committee Responsible	Standards and Well Being Committee
Date approved by GB	19/09/2019	Review Date	September 2021