

Careers Policy

We identify the importance of Careers Education & associated guidance has never been greater due to significant & ongoing changes in education, training & employment opportunities; it is acknowledged that all young people face an increasingly complex & challenging employment landscape with youth unemployment & underemployment at high levels, this is particularly so in relation to our school population. We do however recognise our young people can play a positive role in society & make an active contribution to it which can include the workplace/ voluntary settings which could lead them to full-time employment, we therefore need to ensure our school careers offer prepares them well for their life post school beyond education.

We are committed to careers education, information, advice, and guidance ensuring pupils are prepared for their next stage (adulthood/ post school opportunities). We support pupils, alongside their parents and carers, to consider their future options, realise their potential and decide how their skills and experiences fit with opportunities in the local job market. We support pupils to prepare for their preferred transitional pathway whether that is to continue with further education, employment, training or living independently.

We adopt a person-centred approach to pupil outcomes through our EHCP annual reviews process. We work with stakeholders to identify and shape clear, ambitious targets for pupils to prepare for their next steps, supporting such steps through our developing careers offer designed to enhance pupils' skills, knowledge and understanding they will need to position them for the best chance of work/ paid employment. Through our collective work, we identify our commitment to both our statutory and moral obligations to provide a holistic careers service for pupils from Year 7 onwards identifying appropriate careers education for all learning cohorts within the school.

Our core aims:

To ensure pupils, their parents/ carers, are informed and prepared to achieve aspirational next steps into adulthood which may include the world of work, we have identified the following core aims.

- All pupils, parents, carers, and teachers have access to high-quality careers information, advice, and guidance
- All pupils access/ engaged in a meaningful and developmental careers education curriculum programme (no pupil is disadvantaged by the careers education they receive & study)
- Pupils transition to a variety of positive destinations remain fully informed (all pupils are well prepared for their next stage)

Gatsby benchmarks:

Our school offer is shaped/ formed in consideration of the 8 Gatsby benchmarks which guides our practice; through our audit and subsequent development plan we

are able to identify best practice opportunities to further inform our developing Careers offer.

- 1: A stable careers programme
- 2: Learning from career & labour market information
- 3: Addressing the needs of each pupil
- 4: Linking curriculum learning to careers
- 5: Encounters with employers & employees
- 6: Experiences of workplaces
- 7: Encounters with further and higher education*
- 8: Personal guidance

Careers Education is an integral part of our school offer, as pupils move through the school KS3 →KS4 →KS5, they receive a curriculum relevant to their learning cohort needs which promotes their skills, knowledge and understanding of the world of work further preparing them for potential employability. Our long-term planning identifies the frequency/ duration of careers teaching modules to ensure all learning is planned/ sequenced (learning builds). By the end of the course of study pupils will have had the opportunity to:

- Make a more informed/ positive contribution to post school planning
- Identify/ reflect upon own aspirations/ interests and tried new things, developing further ability to outline what they liked/ disliked
- Think about/ research the jobs they might like to do; identify current skills/ what support, new skills (learning) or qualifications may be needed to do them
- Find out more about the FE courses/ jobs in the local community (paid/ voluntary)
- Meet a wide range of training/ post school providers which will include local employers and FE colleges (Access to training providers policy/ school offer)
- Think about the skills they will need to learn and apply in the work setting
- Reflect on work visits/ work experience, think about/ identify ways to improve/ initiate learned skills
- Learn about safe working practice within differing/ new environments
- Use and apply developed literacy/ numeracy/ PSHE skills within wider settings

Links with other documents

- Keeping Children Safe in Education
- EHC Plans
- Careers Curriculum

Curriculum

The careers curriculum includes:

- Employability and work skills lessons for KS5
- Access to careers events e.g. job fairs.
- Employer engagement opportunities through work place visits, employer led workshops and Business Links Day.
- Information and research on careers using Job Explorer Database software (JED)
- Work experience opportunities both internally and externally for all students
- Yr14 access vocational Courses via Lewisham College link.

Work Experience

Throughout their school careers all pupils will have access to a work experience placement. All students under the age of 14 will take part in onsite school work placements to enable the work experience coordinator to evaluate their skills and independence, in conjunction with senior leaders. Based on this evaluation, students who are 14+ will have meetings with the work experience coordinator to discuss their interests and skills relating to work placements. The coordinator will aim to find appropriate placements internally or externally.

Throughout school all students take part in WEX in the classroom as a non-negotiable minimum offer. This is the starting point to decide which pathway they are going to follow for their future success.

Placements in KS4 will typically last 1 week or one day over a half term. In KS5, year 13 students will have the opportunity to go on group work placements for at least 1 term with Roots and Shoots or other appropriate organisations. Year 14 students will also have the opportunity to work at independent placements appropriate to their needs in a number of work sectors based on the student's skills and interests.

When pupils return from work experience, the whole process is discussed and evaluated by staff and pupils. The work experience coordinator will organise meetings with employers to evaluate student progress.

Parents/carers will be regularly informed of placement details and progress.

Equality of Opportunity

Careers education is provided to all students at Highshore. Students are encouraged to follow career paths that suit their interests, skills and strengths, regardless of disability, gender, race or culture.

Management, Monitoring and Evaluation

An important part of the Careers programme is evaluation. It is mainly through evaluation that this policy will develop whilst keeping abreast of national changes to Careers Education, Information, Advice and Guidance (CEIAG).

The Headteacher along with the Careers Leader and SLT have strategic responsibility for CEIAG. The careers provision and strategy is further supported by governors.

The Careers Leader will carry out a regular audit against the Gatsby benchmarks through The Careers and Enterprise Company, "Compass Tracker Tool" to inform SLT and governors on areas for development.

Assessment takes place through verbal feedback/assessment observation, written evaluations from work experience from student/parent carer and employers.

To ensure that the careers provision remains effective and fully meets the needs of all students, this team will conduct an annual review, which will be linked to School Development Plan (SDP) and our Careers Action Plan. Any updates based on its outcome will be published on the school website.

Community Links

- Southwark Education Business Alliance who provide work experience and enterprise opportunities
- Lewisham College – weekly link course for year 14 students
- Local organisations and business who support work experience and provide opportunities for work related learning
- Workshops and opportunities via the London Careers Hub network.

Policy written February 2023

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Policy Review
Every 3 Years