

**DEVIZES SCHOOL**  
**CAREERS EDUCATION, INFORMATION, ADVICE & GUIDANCE (CEIAG) POLICY 2018/19**

**INTRODUCTION****Rationale for CEG**

A young person's career is their pathway through learning and work. All young people have an entitlement to a planned programme of activities to help them make decisions and plan their careers, both in school and after they leave Devizes School endeavours to follow an approved framework for CEG 11-19.

**Commitment**

Devizes School is committed to providing a planned programme of careers education, information and guidance for all students in Years 7-13 through employing qualified Careers professionals and through a planned programme of PSHEE.

**Development**

This policy was developed and is reviewed annually through discussions with Careers Co-ordinators, teaching staff, pastoral staff, members of Senior Leadership Team, link governor and other external partners.

**AIMS**

Our programme of careers education and guidance aims to help young people develop self-awareness, explore opportunities and manage transitions and choices for life.

**OBJECTIVES**

The careers programme is designed to meet the needs of our students. It is differentiated to ensure progression through activities that are appropriate to students' stages of career learning, planning and development. This should enable students to:

- Develop an understanding of the value of careers education and guidance
- Develop research and information skills in regard to career choices
- Be aware of education, training and employment opportunities, including labour market information
- Make informed and considered life choices regarding education, training and employment options
- Develop the necessary skills & aspirational thinking to manage their own career paths in the future.
- Fulfil their potential in career planning

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**IMPLEMENTATION****Management**

The Careers Leader is responsible for co-ordinating CEIAG across the school, supported by the PSHE leader and RALs. Impartial guidance for individual students from Y 9 upwards is delivered by the Careers Advisor

**Staffing**

All staff are expected to contribute to the careers education, information and advice through their roles as tutors and subject teachers. Careers education is planned, monitored and evaluated and delivered by the Careers Leader, RALs and PSHEE staff. The Careers Advisor provide careers guidance for Year 9 pupils upwards, either students who have been identified or who self-refer. Careers information is available in the Careers Resource Centre and via the VLE, which is maintained by the Careers Leader.

**Curriculum**

The careers programme includes *planned* careers education lessons in PSHEE, themed assemblies, careers guidance activities, (group work and individual interviews), information and research activities and action planning. Collapsed timetable sessions and other focused events, e.g. Options events take place during the year.

**Resources**

Funding is allocated in the annual budget. Funding for developments in the school's improvement plan is considered in the context of whole school priorities.

**Staff Development**

Staff training needs for planning and delivering the careers programme will be identified in staff development plans.

**Monitoring, review and evaluation**

A framework for monitoring the delivery of the careers programme is in place and external tools such as the Compass tool is used to evaluate careers provision against the Gatsby Benchmarks. The programme is reviewed annually by the Careers Leader through use of the Compass evaluation tool and staff and student feedback.

Date agreed by SLT: 23<sup>rd</sup> Nov 2018

Date approved/adopted by the Governing Body:

Date for Review: Nov 2019