



**Cambridge Street School**

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# CAREERS POLICY

**Version:** 8.0

**Issued Date:** Sept 2022

**Next Review Date:** Sept 2023

**Approved By:** Governing Body, Head Teacher

Careers Education and Guidance in the school is an essential part of every pupil's curriculum entitlement from Year 7 to Year 11. It helps pupils to develop knowledge; skills, attitudes and abilities to enable them to make well informed educational and vocational choices about a broad range of career options.

Careers education will promote equal opportunities and help pupils to overcome both overt and subtle barriers, which may be encountered as they progress through school and into adult working life. Pupils will be encouraged to aim high in all aspects of life so they can fulfill their potential and contribute to society.

**The aims of the Careers Education and Guidance Programme at CSS enable pupils to:**

- Develop a broad understanding of the world of work and an ability to respond to changing opportunities
- Develop independent research skills so that they can make good use of information and guidance
- Develop and use their self-knowledge when thinking about and making choices
- Develop their understanding of employability skills and how to enhance these as individuals
- Develop the skills they need to review achievements, plan future actions, make decisions, present themselves well and cope with change and transition.

The key learning themes of our careers education and guidance programme will be:

- i. **Self-awareness** – to encourage knowledge of the pupils own strengths and limitations.
- ii. **Make Choices About Transitions** – to foster the ability to make appropriate decisions, realise the implications and prepare for the next step.
- iii. **Impartiality** – Provide impartial guidance from an outside agency or personnel. The school will be making links with professionals who in turn will hold informative consultations sessions with the students.
- iv. **Handle Career Information** – to know of and be able to access sources of help, advice and information and use this appropriately.
- v. **Develop Opportunity Awareness** – to know what is available in Education, Training, and the Employment Market. Also attending career/job fairs.
- vi. **Explore The World of Work** – to gain realistic and practical experiences of industry and enterprise.

**Statement of Entitlement**

1. All pupils are entitled to Careers Education and Guidance which:
  - i) Is part of a coherent and planned program from 11 – 16.
  - ii) Allows each pupil appropriate provision of PSHCE time in KS3 and 4.
  - iii) There will be support from the schools PSHCE coordinator and other relevant specialists.

**Opportunity Awareness**

Access to Careers information which details:

- local, regional and national employment opportunities
- all relevant educational, training options in further education
- general labour market, occupational and life-style information through the careers programme in year 10 and 11.

The development of information seeking, information handling and application skills in relation to careers data held in written, audio visual and computer based formats.

**School will:-**

- Ensure that the vocational route, including apprenticeships, is given equal status to the academic route, for example, by fostering greater links with employers so that young people and their parents/carers are exposed to a wider range of career options.
- Promote the wider range of progression routes available at further education colleges, independent learning providers, and communities and skills providers.

**The Entitlement is Dependent Upon Partnerships Between:**

- pupils and their parents/guardians
- senior management team, form tutors, PSHCE co-coordinator
- employers
- training providers
- higher education
- Local Education and business partnership

**Monitoring, evaluation and review**

The careers programme is monitored regularly and amended after an annual review. Students’ opinions are actively sought to help to improve and enhance the programme.

**Relationship to other parts of the curriculum and other policies**

Careers education is conducted in accordance with the school’s equal opportunities policy, external visits policy and other relevant policies. The whole school remit of careers is recognised and the curriculum is developed alongside that of other areas so that careers education is an integral part of the whole school curriculum.

## 1. VERSION HISTORY

<b>Issue Date</b>	<b>Version Number</b>	<b>Approved By</b>
July 2019	5.0	Head Teacher & Governing Body
Sept 2020	6.0	Head Teacher & Governing Body
Sept. 2021	7.0	Head Teacher & Governing Body
Sept. 2022	8.0	Head Teacher & Governing Body