



Midhurst Rother College

The best in everyone™

Part of United Learning

Careers Education Information Advice and Guidance Policy

Updated: February 2021

Next Review: February 2022

Agreed by Headteacher: Stuart Edwards

Careers Education, Information, Advice and Guidance Policy

Introduction

Midhurst Rother College represents a culture of high aspiration, high expectation and success. Careers Education, Information, Advice and Guidance (CEIAG) is recognised as playing an important role in motivating our students, promoting equality of opportunity and maximising their academic and personal achievements while at Midhurst Rother College and beyond. We are committed to providing a planned programme of careers education for all students in Years 7-13 to prepare students for the opportunities and challenges of adult and working life.

Careers Education and Guidance has a high profile at Midhurst Rother College and a Careers Leader (Roger Burton) is appointed to manage and develop delivery to ensure the needs of our students are being met. All students have an equal entitlement to high quality careers education, information, advice and guidance that will provide them with an understanding of the world of work, help them to explore career options and support them in making decisions about opportunities open to them.

Aims

CEIAG is crucial in order to meet the skills, knowledge and understanding needed by each student. We fully subscribe to the Careers Education Framework 7-19 (2010) and the 6 principles of impartial careers education:

- Empowers young people to plan and manage their own futures
- Responds to the needs of each learner
- Provides comprehensive information and advice
- Raises aspirations
- Actively promotes equality of opportunity and challenges stereotypes
- Helps young people to progress

The Staff and Governors at Midhurst Rother College recognise that career planning is not limited to just one stage in life. For this reason careers education and guidance aims to develop career management skills which students can draw on at each stage in their career planning. The CEIAG programme is continually evaluated to improve its effectiveness.

This policy is informed by the following documents: Careers Education Framework 7-19 (2010)

Objectives

The CEIAG programme at Midhurst Rother College is integrated within the curriculum and is designed to provide help at specific decision times. Midhurst Rother College is committed to raising the aspirations of all learners. In line with the College's values and ethos, careers education and guidance aims to develop the skills, talents, understanding and aspirations of all our learners, enabling them to become responsible citizens who achieve personal success and fulfilment in life.

Our CEIAG programme will:

- Provide impartial and up to date information through close working with independent careers professionals, employers and FE and HE institutions
- Challenge stereotyping, deal with prejudice and discrimination, use skills of assertiveness and negotiation and encourage students to widen their career ideas
- Reflect the true nature of today's and tomorrow's world of work
- Support key policies including those for teaching and learning, assessment, recording and reporting achievement, equality and diversity, health and safety, able and talented, and inclusion (special educational needs).

Raising students' achievements to their full potential is a key goal of the Careers Education and Guidance policy.

Delivery and Content

Careers Education is delivered through discrete lessons within the PSHE programme. In addition to this Careers information, advice and guidance is provided through individual interviews, enterprise events, a careers fair, college/university visits, employer presentations, posters, mock interviews, leaflets, options evenings, whole school assemblies and across the curriculum in all subjects. An independent Careers Advisor is at Midhurst Rother College on a weekly basis to provide group or individual advice and guidance to students. All careers advice and guidance given is person-centred, impartial, unbiased and confidential (within legal confines) and also meets professional standards of practice.

All information and the school's CEIAG Policy is accessible to pupils, parents, staff, governors and the wider community via the College website.

CEIAG programme

Students in years 8-13 are entitled to:

- find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- understand how to make applications for the full range of academic and technical courses.

At points across the school year, a variety of employers and external providers are invited into Midhurst Rother College to talk about different careers.

Careers Opportunities - our provision is constantly being added to but Coronavirus has reduced what was possible in the last year. This list provides a snapshot.

Year 7	Careers Fair Author Ali Sparkes talk
Year 8	Careers Fair PSHE - Jobs in our school – Widening perceptions of the world of work
Year 9	Careers Fair U-Explore.com enrolled in the Start programme (also available to parents) GCSE Options Evening PSHE – Avoiding stereotyping in careers planning PSHE – Identifying potential careers based on interests
Year 10	Careers Fair Enterprise in Woman Day Group careers introductions “Working lunch” introduction to different careers Trip to EGX PSHE- work experience preparation sessions, CV writing, letter writing, interview information. PSHE – Evaluation of Work Experience Futures Day Work Experience Individual careers interviews
Year 11	Individual careers interviews Careers Fair “Working lunch” introduction to different careers A Level Music Seminar Computer Science Trip to Silicon Valley Trip to EGX Sparks, Young Woman in STEM event Futures Day Progression interviews College applications and interviews
Year 12	Careers Fair Individual careers interviews on request “Working lunch” introduction to different careers Year 12 day trip (all Year 12) to Chichester University - introduction to Higher Education Workshop on Degree Apprenticeships. A Level Music Seminar Work Experience Trips to Southampton University, Winchester College & Surrey University – support with personal statements and interviews. UCAS convention Residential trip to CERN PSHE – Range of life skills and preparing for life after college, including outside providers and employers
Year 13	Careers Fair “Working lunch” introduction to different careers Individual careers interviews on request Chichester University – Degree Apprenticeship & CV writing workshop PSHE – Range of life skills and preparing for life after college, including outside providers and employers