



Holy Cross

CATHOLIC HIGH SCHOOL

**Careers Education, Information and Guidance
(CEIAG)**

Rationale:

Every child should leave school prepared for life in modern Britain. High quality, independent careers guidance is also crucial in helping pupils emerge from school more fully rounded and ready for the world of work.

A young person's career opportunities are supported by the progress they make through pathways in learning and work. All young people need a planned programme of activities to help them choose 14-19 pathways that are right for them and to be able to manage their careers and sustain employability throughout their lives. Schools have a statutory duty to provide access to independent and impartial careers education for pupils. (*Careers Guidance and Inspiration in Schools*, DfE, 2015).

AIMS & OBJECTIVES

- To ensure every child should leave school prepared for life in modern Britain.
- To ensure academic rigour supported by excellent teaching, and developing in every young person the values, skills and behaviours they need to get on in life.
- To ensure children will receive a rich provision of classroom and extra-curricular activities that develop a range of character attributes, such as resilience and grit, which underpin success in education and employment.
- To provide high quality, independent careers guidance is also crucial in helping pupils emerge from school more fully rounded and ready for the world of work.
- To ensure all pupils will be well-informed when making subject and career decisions.

MANAGEMENT

The Careers Leader facilitates the careers programme and is responsible to the Assistant Headteacher. Work experience is planned and implemented by the Pastoral Support Officer, where appropriate.

STAFFING

All staff contribute to CEIAG through their roles as subject teachers. Specialist sessions are organised/delivered by relevant staff. An independent Careers Advisor comes in one day per week to work with PP pupils and any other referrals made by the Careers Leader or Pastoral Support Officer.

CURRICULUM

The careers programme includes: careers education sessions, assemblies, individual interviews with specific pupils, information and research activities, work-related learning for selected pupils, a Year 9 Careers Fair, Progress Day. Careers work is part of the school's PSHE programme, a series of curriculum sessions including those devoted to Careers and Work Related Learning. Other events are provided on an annual basis.

Careers Programme

Year 7

- What jobs are out there?
- Working in the wider community
- What their lessons and hobbies could lead to in the future
- Through PSHE/SMSC days

Year 8

- Kudos
- Finances – how much do jobs pay? (SMSC/PSHE days)
- What jobs would be suited to you – ‘learn live’ (could be used in tutor time)
- Young Enterprise Small Business Challenge
- BAE Science Roadshow (with Year 7)
- UCLAN Forensics Workshop (selected pupils)

Year 9

- Employability panel – SMSC
- Networking session
- Information on pathways
- Options – where can options take you?
- Options evening
- Future U – outside agency work
- CV building
- Kudos
- Careers Fair – local employers and apprenticeship providers
- Progress/Aim Higher Day
- Action Planning – interviews with individual/groups of pupils, as appropriate.
- RE Masterclass at Cardinal Newman College
- MFL lecture at Cardinal Newman
- UCLAN Forensics Workshop (selected pupils)
- Edge Hill University – Aim higher

Year 10

- Kudos
- Progress / Aim Higher Day (local colleges/universities)
- Personal Statements with colleges
- College taster days
- Colleges present at parents’ evening
- CV writing and interview techniques with local business representatives
- SMSC Day activities: Carefoot – careers in engineering; Liverpool Hope – courses and life at university; Unify (credit union) – budgeting and job salaries

- STEM Challenge (LBR)
- Future U – Outside agency
- Work experience opportunities (encouraged to find out of school)
- Liverpool Hope Roadshow Bus

Year 11

- College applications – lunchtime/drop down day sessions with local colleges
- Lunch time college information sessions
- College assemblies
- National Citizen Service assembly (BRFC)
- Colleges present at parents’ evening
- Chorley Careers Fair (PP)
- Financial capability (SMSC day)
- Mock interviews/careers interviews
- Work experience (encouraged to find out of school)
- CV building
- Applications and personal statements – could write a letter of application to form tutors during tutor time
- Track college/apprenticeship progress
- Future U – Outside agency talks

Date agreed by governors: 26 November 2018

Date for review: November 2019