

Oak Bank School Policy Careers Information Advice and Guidance (CIAG)



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Review and Amendment						
By	MP					
Date	08/17					
Signed						
Governor						
Date						
Signed						

Context

Careers Information, Advice and Guidance (CIAG) refers to a range of activities and interventions that inform students decisions regarding progression through their learning into further education and employability.

Section 42A and section 45A of the Education Act 1997 requires schools to secure access to independent careers guidance for students in years 9-11.

Raising of the participation age, is the increased the age to which all young people in England are required to continue in education or training.

Students who left year 11 in summer 2013 had to continue in education or training for at least another year until June 2014

Students who left year 11 in summer 2014 or later have to continue until at least their 18th birthday

Students are able to choose from:

- full-time education (eg at a school or college)
- an apprenticeship or traineeship
- part-time education or training
- employment or self-employment for 20 hours or more a week
- volunteering for 20 hours or more a week

Ofsted

Ofsted inspectors will take account of the quality of independent careers guidance and of students' destinations in making their judgement on the leadership and management of the school and, if applicable, a separate judgement on the sixth form.

Performance Indicators for CIAG

Inspectors should explore:

The extent to which the school has developed and implemented a strategy for ensuring that all students in years 8 to 13 receive effective careers guidance.

The impact of this guidance in helping young people to make informed choices about their next steps.

How well the school meets the needs of all vulnerable groups of students, including reducing the numbers who do not continue to education, employment or training.

How well the school works with families to support them in overcoming the cultural obstacles that often stand in the way of the most able students from deprived backgrounds attending university.

Objectives

To deliver independent careers guidance for all year 9-13 students, so they are inspired and motivated to fulfil their potential. To help every student develop high aspirations and consider a broad and ambitious range of careers. Inspiring students through real-life contacts with the world of further education and work to help them understand where different choices can take them in the future.

To help students make a smooth transition to post -16 education, employment and training and onto adult life by supporting them to overcome barriers to participation by:

Working with students in a person-centred way to raise their aspirations and support them to achieve in their chosen pathways

Identifying appropriate interventions and opportunities to support students to make informed decisions in regard to education and employment.

Ensuring student's voices are heard in the EHCP and post 16 transition processes.

Tracking the transition outcomes of students, ensuring they are signposted to appropriate support if needed.

Delivery and partnership working

CIAG is carried out through a combination of individual careers meetings, Action Plans, Preparing for Adulthood Plans, External Provision placements, work experience, curriculum delivery and post-16 transition preparation. Through the CIAG programme students are prepared for the responsibilities and opportunities that they will encounter in life and to aid them in making the right decisions for their futures.

During a careers interview, all students are helped to develop a careers action plan which is regularly monitored and reviewed. Students have access to a range of career education resources and on leaving they have a CV and a record of their entire academic and extra-curricular achievements.

Oak Bank will:

Deliver a cohesive programme of high quality, independent careers guidance to help students leave school ready for the world of further education or work.

Provide a confidential space for Local Authority Personal Adviser(s) to meet young people.

Support in arranging guidance interviews in school or through home visits. For year 12's there will be 2 or 3 timetabled sessions per year for CIAG which young people are expected to attend this will be outlined as expectation in the sixth form induction.

Liaise with the Local Authority around intended destinations of students and highlight those intending to leave or at risk of NEET (Not in employment, education or training)

Keep up-to-date with any planned careers events or key CIAG dates.

Plan Annual reviews for year 11 leavers in Autumn Term and year 12 leavers in early spring to meet statutory deadlines for EHCP post 16 transition data collection.

Work closely with Local Authority Personal Advisers ensuring good communication to secure positive outcomes for students.

Ofsted Inspection Oak Bank School 2015

"Outstanding careers guidance and excellent partnership working with colleges and other providers help students gain high levels of work-related skills and qualifications. This all helps them to make the right choice for their future employment or training".

"There are excellent arrangements to support students' transition into the world of work or college. The school uses a range of part-time alternative placements to enrich its curriculum and offer

students opportunities to acquire vocational skills relevant to future employment or training. Leaders check meticulously on students' safety, attendance and behaviour at these placements as well as on their progress".

Year	CIAG
Year 9	Annual Review 121 Careers Interview Options Planning External Provision Curriculum Delivery
Year 10	Annual Review 121 Careers Interview Work Experience Careers Drop In Options Programme External Provision Curriculum Delivery
Year 11	Annual Review 121 Careers Interview Post 16 Transition Evening Parents Evening CV Workshop Options Programme External Provision Placements College Taster Days College Applications College Additional Learning Support Assessments 6 th Form Transition Sessions 6 th Form Application and 6 th Form Interview
Year 12 and 13	Annual Review External Provision Placements Work Placement Employability
Final Post 16/18 Transition destination College, Apprenticeship, Work Placement	