



MacIntyre Academies Quest Academy

Careers Education and Guidance Policy

Person Responsible:	Principal
Date of first draft:	May 2017
Date of staff consultation:	
Date adopted by the Trust Board:	
Date of implementation:	
Date reviewed:	
Date of next review:	

Rationale

1. Purpose

A young person's career is their pathway through learning and work. This policy sets out the school's legal obligations regarding pupil entitlement under Section 42B of the Education Act 1997. It also adheres to the statutory DFE Careers guidance and access for education and training providers. (January 2018)

2. Scope

Pupils in Years 8-13 at Quest Academy will have access to the Careers Education and Guidance Programme as part of their curriculum.

3. Introduction

At The Quest Academy we believe that it is vitally important to deliver a comprehensive Careers Education and Guidance Programme across the school so that pupils can build self-awareness and have the information and guidance needed to make informed decisions about their future pathways.

All young people need a planned programme of activities to help them make choices that are right for them and to be able to manage their careers throughout their lives. Schools have a duty to provide Careers Education in Years 8-13 and to give pupils access to external and impartial careers information and guidance. However, because we realise the importance of early intervention with the pupils in our school, in order to reflect pupils needs, we deliver Careers Education to our Lower School (Years 5-7) as part of their PSHE Curriculum. We feel that this is good practice in meeting the needs of our whole School Community.

Careers Education and Guidance can enhance the motivation of pupils to learn and achieve, encouraging them to pursue relevant and realistic goals for education, training and work. Parents and Carers play an important role in supporting their young person's future planning and the school seek to actively involve them in this process. The Quest Academy is committed to provide high quality Careers Education and Guidance.

4. Aims of the Programme

The Programme has three aims and is designed to help pupils to make the most of themselves and their opportunities and is based on the eight Gatsby Bench Marks.

- *Self-Development – understanding themselves and the influences on their self-development
- *Career Exploration – Investigating opportunities in learning and work
- *Career Management – makes and adjusts plans to manage change and transitions.

The Gatsby Benchmarks are a key measure of the effectiveness of career advice. They are also a very important part of the Government's career strategy. In order to ensure our pupils enjoy high quality careers guidance and experiences, we will be working to embed the eight Gatsby Benchmarks below throughout our Careers Programme by the end of 2020 in line with DfE expectations.

- A Stable Careers Programme
- Learning from Career and Labour Market Information

- Addressing the Needs of Each Pupil
- Linking Curriculum Learning to Careers
- Encounters with Employers and Employees
- Experiences of Workplaces
- Encounters With Further Education
- Personal Guidance

5. Pupil Entitlement

The Careers Education and Guidance Programme is designed to meet the individual needs of the pupils at The Quest Academy. It is differentiated and personalised to enable progression through a range of activities that are appropriate to pupil's stages of career learning, planning and development.

Pupils are entitled to Careers Education and Guidance which meets professional standards of practice and which is impartial and confidential. An independent Transition Consultant who is a qualified Careers Guidance Professional has been engaged by The Quest Academy to provide this service as part of our Careers Education and Guidance Programme.

Students in years 8-13 are entitled:

- To Careers Education delivered through discreet weekly lessons. This is planned to link with cross curricular topics for each half term and taking account the different transition planning required for any particular year group.
- To Individual Careers Guidance Interviews with the independent Transition Consultant. Action Plans will be written for each pupil as a summary of the discussion with relevant action points to be followed up such as research.
- To have access in school to a range of information in the developing Career Resources Area, planned use of the guidance tool 'Fast Tomato' and to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, career exhibitions, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses and to have support to do this as appropriate.
- To take part in a work related learning programme including work experience wherever possible.

5. Management of the Programme

The Careers Programme is planned, monitored, administrated and evaluated by the Careers Lead and Link HLTA. The Guidance aims to be impartial, confidential (within policy guidelines), responsive to pupil's needs and based on the principles of equal opportunities and diversity. Staff are requested to highlight a 'Careers Focus' within their schemes of work.

There is an agreed annual budget.

6. Monitoring, Review and Evaluation

This programme will be reviewed annually to ensure its effectiveness and will be evaluated with active involvement of pupils

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