



# The Athelstan Trust

## Careers Education, Information, Advice and Guidance Policy

Date of Review	Approved by	Date of Approval	Next Review	Website
March 2020	Board	20 May 2020	May 2023	Yes

### Introduction

The Athelstan Trust wants all students to meet their aspirations and reach their full potential. Careers education and Work Related Learning are an integral part of the preparation of students for the opportunities, responsibilities and experience of adult life. Our main concern is preparing students for the choices, changes and transitions affecting their future education, training and life as adult members of society. We wish students to have the knowledge and skills required to make informed choices.

We will plan/promote a broad and balanced curriculum that promotes the spiritual, moral, social and cultural values of the Trust. There will be a positive holistic approach with provisions made throughout the curriculum and out of school activities.

### Rationale

The aims of the Careers education and work related learning are:

1. To develop knowledge, skills and attitudes students need for adult and working life.
2. To broaden the career aspirations of all students.
3. To enable students to see the relevance and importance of education and understand the importance of lifelong learning.
4. To motivate students to develop knowledge and understanding of the world of work.
5. To provide students with the statutory entitlement of preparation for adult life.
6. To ensure that students have a clear awareness of the career opportunities available to them.

### Specific Aims

Our learning aims and learning objectives will reflect those set out in the CDI framework, Gatsby benchmarks and Ofsted handbook.

CDI framework:

- \* Students will develop themselves through careers, employability and enterprise education
- \* Students will learn about careers and the world of work
- \* Students will develop their career management, employability and enterprise skills

Gatsby benchmarks:

- \* We will have in-place a stable careers programme
- \* Students will be able to learn from career and labour market information
- \* We will ensure all students' needs are addressed individually (specific focus on SEND and PP students)
- \* We will ensure that each curriculum area links learning to careers
- \* We will ensure students have many encounters with employers and employees throughout their studies
- \* Students will have experiences of workplaces in Yr. 10 and 12 and at other times if opportunities present themselves
- \* Students will have many encounters with further and higher education (as per the Baker clause)
- \* Students will have the opportunity to receive personal guidance from a qualified careers advisor

Ofsted:

- \* We will provide students with a coherent well planned and sequenced set of careers lessons which pays particular attention to pp and SEND needs, provides stretch and challenge and promotes interests, aspirations and next steps
- \* We will regularly monitor and review provision to ensure quality.
- \* We will ensure that regular self-assessment audits occur, of staff, learners, and partners.



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### Objectives and procedures

1. To develop students' awareness and understanding of their own abilities, talents, aptitudes, strengths and weaknesses.
2. To provide students with reliable, accurate and up-to-date information about the range of opportunities available in education, training and employment.
3. To develop knowledge and understanding of the world in which students live and work.
4. To develop the students' ability to make informed choices about their future careers.
5. To give students the opportunity to reflect wisely, learn eagerly, behave with integrity and cooperate consistently in careers lessons, on visits and in careers talks.
6. To enable students to manage effectively the transition from school to new roles and situations.
7. To enable students access to a Careers Adviser for advice on future choices.

### Student needs

The careers programme is designed to meet the needs of students within the Trust. It is differentiated and personalised to ensure progression through activities that are appropriate to students' stages of career learning, planning and development.

### Entitlement

Students are entitled to CEIAG which meets professional standards of practice and which is person-centred and impartial. It will be integrated into students' experience of the whole curriculum and be based on a partnership with students and their parents or carers. The programme will raise aspirations, challenge stereotyping and promote equality and diversity.