



Careers Education Information Advice and Guidance

at

Cardinal Newman School

At CNS we believe that the appropriate and effective **Career Information Advice and Guidance** available to all young people throughout their time in school will make a major contribution to the opportunities, responsibilities and experiences of life.

Careers Information

The provision of accurate, up-to-date and objective information on opportunities, progress routes, choices, where to find help and advice, and how to access it.

Careers Advice

The provision of advice through activities that helps young people to gather, understand and interpret information and apply it to their own situation.

Careers Guidance

The provision of impractical guidance and specialist support to help young people understand themselves and their needs, confront barriers, resolve conflicts, develop new perspectives and make progress.

The aim of our program is to help our young people to manage transitions as learners and workers.

With the increase in the number of opportunities available it is essential that students have the knowledge and skills they need to make the correct choices.

We have developed a continuous, progressive programme covering the statutory guidance for students from year 8 through to Year 13. This links with other related curriculum activities that promote personal social development, economic well-being and financial capability.

This programme enables students to;

- Learn about the structures, systems and factor that guide, shape and influence people's career prospects and career development (Career management)
- Explore how these could affect their future choices, why they need to consider them when making their own career decisions and plans and how they can do so (Career Exploration)
- Develop and practice the self-help skills they need to progress their own career plans and development, including making discerning use of careers information, advice and guidance (Self Development)

At KS3 & KS5 Careers education is delivered as part of the PSHE schedule.

At KS4 Careers education is delivered as discrete sessions

All CEIAG is supported across the curriculum and through academic mentoring, PCD and by Connexions personal advisors.



Cardinal Newman Catholic School

Careers Education, Information and Guidance Policy

Rationale

"I know what I am doing. I have it all planned out – plans to take care of you, not abandon you, plans to give you the future you hope for."

[Jeremiah 29:11]

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make decisions and plan their careers, both in school and after they leave. The school endeavours to follow the guidance in the Statutory Guidance for Governing Bodies, School Leaders and School Staff, March 2015. This states that the governing body has a statutory duty to ensure that students at Cardinal Newman School are provided with independent careers guidance from Years 8 to 13.

The governing body must ensure that careers guidance provided is presented in an impartial manner; includes information on the range of education or training options, including apprenticeships and other vocational pathways and that the person giving it will consider the best interests of the students to whom it is given.

We believe that each child should have the opportunity to develop their 'God-given' talents to the full. Cardinal Newman School and Newman 6th are committed to providing a planned programme of Careers Education and Information, Advice and Guidance (CEIAG) for all students in Years 7-13. We believe this enables students to enjoy learning, achieve their true potential and make an active contribution to society and achieve economic well-being.

This policy should be read in conjunction with these school policies:

Assessment & Feedback; Curriculum; Gifted; Pastoral Care; PSHE; SEN and Teaching & Learning

Aims:

- 1 .To encourage students to develop a positive self-image, based on an accurate assessment of their abilities and aptitudes and an understanding of the links between their personality, strengths and future opportunities
- 2 .To encourage students to acquire individual aspirations for their future, based on a sound understanding of their Christian faith and the range of immediate and lifelong opportunities available through learning, work and career progression.
- 3 .To ensure that students are aware of employers' needs and requirements and have had experience in the work environment thereby developing an economic understanding.



Objectives:

- 1a Use tutors and the mentoring programme to foster the self-esteem of each student and to foster the self-esteem of individual students.
- 1b Use the outcomes of self and subject assessments to set goals which facilitate students' progression towards future learning, training and /or employment opportunities.
- 1c Ensure all students are aware of and have the opportunity to develop the personal skills and qualities required to become effective members of the working community.
- 2a Ensure students are able to identify, access and use up to date impartial information, advice and guidance from a variety of sources.
- 2b Ensure students understand the range of academic, vocational and apprenticeship pathways so that they are inspired to make the right progression choices at key stages.
- 2c Develop student awareness of stereotyped and misrepresented images of people, careers and work and an understanding of how their own views on these issues can affect their decision making.
- 2d Develop staff understanding of appropriate student pathways and suitable progression routes available for each individual student.
- 3a Aim to provide all Key Stage 4 students with access to a one week work experience programme and Key Stage 5 students on vocational courses the opportunity for extended work placements.

1.1 EQUALITY MONITORING

DATE:

1. Does this policy have any implications for people of relevant protected characteristics (RPC) *?

Yes, because we need to ensure that all pupils of whatever background or disability can achieve their true potential.

2. If 'yes', will it advantage or disadvantage any particular group?

No – all students regardless of background or ability will be treated equally

3. How will this policy if relevant, promote good relations between people of RPC and those without?

N/A

Monitored by

**Age, disability, gender re-assignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex and sexual orientation.*



1.3 SUCCESS CRITERIA

DATE:

4. At the key stages, students will make appropriate choices about their learning, training and/or employment.
5. Surveys of students will show high levels of support and approval for CEIAG at Cardinal Newman School.
6. Low NEET data.



Careers Education

A young person's career is the progress they make in learning & work.

Therefore, all young people need a planned programme of activities to help them chose 14-19 pathways that are right for them. Cardinal Newman School and the Newman 6th are committed to providing a planned programme of Careers Education and Information, Advice and Guidance (CEIAG) for all students in Years 7-13

Information about students learning can be found on the school website.

Miss McNeil works closely with year teams, subject departments and Luton Youth Services so as to provide a complete package that enables our students to make informed choices and decisions about their potential career path.

The school measures and assesses the impact of the careers programme through student survey returns- levels of student satisfaction and through the outcomes recorded in PSHE observations. The school also uses destination data is recorded and NEET data to assess the impact of CEIAG as well as Work Experience participation in year 10.

This information is reported to the Directors and Governors of St. Albans Academy Trust and to the leadership team. This information is reported on a 6 month basis.