



CAREERS EDUCATION, INFORMATION, ADVICE & GUIDANCE POLICY

Approved: March 2021
Date of Review: March 2022

As a Church of England Academy, we are inclusive of all regardless of creed, colour, race, gender, sexual orientation or ability. We hope to transform the lives of our pupils, students and our wider community by putting our core values of love, integrity, generosity, hope and tolerance (LIGHT) into action. As such, all should feel welcome and respected. Schools are, in part, measured by academic success. Pupils and students know this. We must help and enable each pupil and student to succeed to the best of their ability by providing high quality lessons and an appropriate curriculum for our pupils and students.

Mission Statement

At The John Wallis Academy, all pupils and students are given comprehensive Careers Education, Information, Advice and Guidance (CEIAG) and the skills they need to make informed choices for their future. Our aim is to provide all pupils and students with opportunities to investigate a range of aspirational career pathways from Year 6 onwards starting in the last year of the Primary Academy until they leave the Academy in Year 11 or 13. The Academy endeavours to follow the Career Development Institute Framework for careers, employability and enterprise education linked to the eight Gatsby benchmarks (see below) as recommended by the DfE 'Careers Guidance and Access for Education and Training Providers' Guidance Document, October 2018.

Aims

- The Academy will provide unbiased information on the full range of further and higher education and training options, including apprenticeships and other vocational pathways and will promote the best interests of the pupils/students to whom it is given.
- The Academy will maintain and develop further links with a range of external business and community organisations, providing appropriate opportunities for students – for example mentoring or work placements.
- The Academy will appoint through the Careers and Enterprise Company a voluntary Enterprise Advisor who is a senior business leader in the local community to; give an employer's perspective, assist with developing a business network with the Academy and assist in developing the careers programme to reflect current national and local industry needs.
- The Academy will encourage Enterprise skills through links with The Chamber of Commerce, Enterprise activities through organisations like the Ashford Lions Club and the Princes Trust.
- The Academy will prioritise bespoke CEIAG (Careers, Education, Information, Advice and Guidance) for Children in Care and student with an EHCP and will liaise with the SENCO and Pastoral Teams to achieve this through involvement in review meetings and working with potential specialist destinations and providers.
- Parents and carers to be involved with the direction of the careers service provided by the Academy through an annual focus group meeting, reviewing current careers work and recommending future provision.
- To support students in alternative curriculum with raising careers expectations and advise on destination applications.
- To support inclusion, challenge stereotyping and equality of opportunity through excellent careers resources and interventions.
- To be aware of students who are likely to become 'NEET' (Not in Education, Employment or Education)

and to target interventions using specialist resources provided by The Education People and other alternative provision providers

- Careers support will be carefully planned for all phases of the Academy.
- The Academy will appoint a member of its Governing Body to be responsible for Careers Education within the Academy as part of their portfolio.

Policy statement on Education and Providers Access

The John Wallis Church of England Academy: Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils and students at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

All students in Years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure

A provider wishing to request access should contact *David Terry, Careers & Guidance*
Telephone: 01233 623465 x2251; Email: DTerry@thejohnwallisacademy.org

Opportunities for access

- A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers: These include an annual Careers Fair in November, British Science Week held annually in March and opportunities to speak at Year group assemblies. The Academy is extremely keen to encourage full access to employers and training providers and special bespoke sessions can be arranged.

The Careers Programme & the 8 Gatsby Benchmarks

- **A stable Careers Programme** – The annual Careers Plan will be revised and posted online on The John Wallis CofE Academy website annually with a programme of careers interventions and learning for the whole academic year.
- **Learning from career and labour market information** – This information will be published on The John Wallis Academy web site under careers on an annual basis providing information on national and local employment trends. An annual presentation will be made at a parent's consultation and information evening. Information will be available at all parent's evenings.
- **Addressing the needs of each student** – Special attention is given to students with SEN and referrals are given by the Pastoral Team and the SENCO for additional personal advice and support sessions. Students in Care also receive regular careers meetings and the Careers Advisor attends review meetings. Pastoral Teams refer students to the Careers Advisor for guidance where the student needs additional or specialist support.
- **Linking curriculum learning to careers** – Subject Leaders and teaching staff build in careers information within their curriculum. An example of this is the Science Department, where British Science Week includes presentations by employers and visits to outside organisations like EDF Energy at Dungeness Power Station.
- **Encounters with employers and employees** – The Academy holds an annual Careers Fair in November which is attended by local employers and apprenticeship providers. This is attended by all students from Years 10, 11,12 & 13. Students also meet employers through British Science Week in March and uniformed organisations visit the Academy throughout the academic year. Apprenticeship opportunities are circulated to all staff to inform students in Years 11,12 and 13. The Academy also has strong links with: The McArthurGlen Outlet; The Invicta Chamber of Commerce; Network Rail; Quinn Estates and Channel Commercials and we aim to further develop links with business partners.
- **Experiences of workplaces** – The Academy has an exemplary Year 10 Work Experience programme where students attend a workplace for a week in April/May. Over 120 employers support 200 students with many workplaces having a long term partnership with the Academy. Great care is taken with matching students to their work placements with the involvement of Year Teams, Pastoral Teams and the Work Experience organiser.
- **Encounters with further and higher education** - The Academy works with the KAMCOP programme promoting Higher education to students from postcodes poorly represented at Higher Education. This programme includes a number of visits and lectures at the University of Kent. Students in Year 12 and Year 10 also attend 'meet the ambassador's events' in the Academy. All East Kent Further Education colleges are invited and attend the annual Careers Fair hosted by The John Wallis Academy. All higher education universities in Kent are also invited and attend the Careers Fair at the Academy with regular support from Portsmouth and the New College of the Humanities. Sixth Form support visits to universities for University open days and the Kent Academies Network students visit Oxbridge.

Personal guidance - All students in Years 8 and 10 will be interviewed during the GCSE choices process and Work Experience programme enabling basic careers advice to be delivered on a 1:1 basis to all students in both Year Groups. Support is given to Year 11 students in regard to destination applications and applications for Apprenticeships.