




ASHTON ON MERSEY SCHOOL

CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE POLICY

Version and Date		Action/Notes
1.0	Nov 2018	Local policy created to provide an overview of provision at AOM
2.0	April 2020	Reviewed and updated

Policy Reviewed:	April 2020
Policy Review Frequency:	Annually
Next Review:	April 2021
Signature of Chair or Vice Chair of Local Governing Body:  VICE CHAIR	

RATIONALE

- Careers education, information, advice and guidance (CEIAG) form an essential part of the education and development of young people. It is at school that the first significant career decisions are made and education plays a major role in preparing young people for life as adults and as workers.
- CEIAG is viewed as an integral part of the School's vision of developing students into independent learners who have the skills and knowledge to make well-informed decisions about their futures. Ashton on Mersey will follow the DFE statutory guidance "Careers guidance and access for education and training providers" October 2018.

Commitment of Ashton on Mersey School

- Ashton on Mersey School is committed to providing a coherent Careers Education, Information, Advice and Guidance programme progressing from Year 7 through to Year 13. The programme will form an integral part of every student's education and will take into account the age, ability and educational needs of the individual. The implementation of equality of opportunity will underpin the whole programme. This policy is also designed to take into account the needs of the wider community, such as parents, partnership agencies and the local community.

Aims of Careers Education, Information and Guidance



- Ashton on Mersey School endorses the broad aims of careers education, information and guidance from - CDI Framework for careers employability and enterprise education. (March 2018) which states that young people should have the skills to:
- Develop themselves through careers, employability and enterprise education (Self Development);
- Learn about careers and the world of work (Career Exploration);
- Develop their career management, employability and enterprise skills (Career Management)"

The aims of Careers Education, Information, Advice and Guidance within Ashton on Mersey School are:

- To give students the skills to assess their own interests, aptitudes, abilities, skills and preferred learning styles;
- To give students the skills and knowledge needed to make well-informed decisions about their future;
- To ensure that students have detailed knowledge and understanding of the opportunities open to them post-16 and post-18.
- To enable students to access and use careers information effectively to aid their decision-making process.
- To prepare pupils for adulthood so that they may function effectively in the world of work.
- To enable students to cope effectively with and plan for transition.
- To offer a careers education and guidance programme that is motivating, involving, challenging exciting, engaging and enjoyable, and that encourages curiosity and creativity in the students.
- To provide a coherent careers education programme, progressing seamlessly from Year 7 through to Year 13.
- To meet the needs of all ability levels effectively.
- To provide an impartial and objective CEIAG programme that meets the requirements of the internal entitlement statements for each year group.
- To integrate CEIAG into the school curriculum, thereby placing greater emphasis on the value of CEIAG.
- To work in partnership with the wider community, including parents and local business links to enhance the students' experiences of the world of work.
- To provide impartial and confidential careers guidance to students at the appropriate time in their education.

Underpinning the aims is the essential premise that all career learning will be planned and delivered in such a manner that has relevance to the needs of the young person.

Implementation and Evaluation of the policy

- The implementation of the CEIAG policy is the responsibility of the Careers Adviser, although all staff will have a part to play.
- Overall responsibility for the management of CEIAG in the School lies with the Assistant Headteacher KS4 and with the Headteacher. The Form Teachers will be involved in the delivery of CEIAG, either through PSHE time, in subject lesson time or during special events.
- Careers education forms part of the PSHE programme delivered during morning registration time for Years 7- 13
- Careers education in the 6th form is delivered through the weekly tutorial system and special events.
- INSET will be delivered to staff on a regular basis by the Careers Adviser and/or partnership agencies. INSET topics will cover the CEIG programme.
- Careers guidance will be delivered by the School Careers Adviser.



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- Appropriate staffing and financial resources will be allocated to this area of the school's work.
- Links with business partners and appropriate organisations will be encouraged to enhance the CEIAG curriculum and enrich the experiences of the students. The delivery of CEIAG, schemes of work and resources will be monitored, reviewed and evaluated annually by the Careers Co-Coordinator and Careers Adviser. Evaluation will involve, checks of students' work and dialogue with staff, students and parents. Results of this process will feed into the School Improvement Plan. This policy will also be subject to an annual monitoring, reviewing and evaluation process that will form the basis for a report for SLT.