



CAREERS AND EMPLOYABILITY POLICY

Aspirational Careers Programme

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Responsible Person(s):

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Link Trustee: Jean Morgan

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SUMMARY

Given the GFM's commitment to '*To be Greater and Aspire Further*' we recognise that effective careers guidance contributes to raising aspirations, improving motivation and overcoming barriers to success. As a Trust we have a responsibility to prepare students for the time they enter the wider community - either through further education, training or employment. A key element of this preparation comes through the delivery of a coherent Careers Education Information, Advice and Guidance (CEIAG) Programme.

The Careers Programme across the GFM is committed to delivering high quality CEIAG by ensuring students make effective and informed decisions about their future through greater self-awareness, career exploration, work related learning and developing employability skills. We have developed and maintained strong links with a number of agencies and stakeholders who support us to deliver our programme including employers, apprenticeship and training providers, colleges and universities, the Local Enterprise Partnership and the Careers and Enterprise Company.

We have built our own Business and Education Forum with local employers who actively



support us to deliver our programme which is based around the Gatsby Benchmarks, a framework of best practice, and we are working towards achieving the nationally recognised Quality in Careers Standard.

VISION AND MISSION

Vision

A world in which every child can reach their full academic and career potential.

The Gosport and Fareham Multi Academy Trust is committed to the belief that every student has the right to achieve their full and utmost potential and, together with our local community and parents, our aim is to combat the historic and economic social injustice that exists in Gosport to ensure every student in the GFM has the best possible life chances.

This ethos motivates all members of our community to support our students in their life long learning and promotes high expectations and challenges for all.

Mission

For every student across the GFM to be equipped with the knowledge and skills needed to make well informed, aspirational and independent careers decisions.

WHAT IS CEIAG?

Careers Education, Information, Advice and Guidance (CEIAG) has four essential and interlinked principles:

- Careers Education - *a planned programme in the curriculum that gives students the knowledge and skills for planning and managing their careers*
- Careers Information - *including learning about options, labour market information, skills, occupations and progression routes*
- Careers Advice and Guidance - *personalised help from specialist and appropriately qualified Careers Advisors to identify long term goals and plan the steps to attain them*
- Work Related Learning - *experiences within and outside of the curriculum to help students learn about economic well-being, careers and enterprise.*



LEARNER ENTITLEMENT

Students are entitled to guidance that is impartial and confidential as part of their wider careers education programme and our Careers Programme is designed to meet the needs of all GFM students as they progress through the key stages of their education. By providing a broad understanding of the local and national labour market, their own personal skills and aptitudes, and their Post-16 and Post-18 options, we aim to ensure students are able to make fully informed choices as they progress through our schools and beyond.

Our departmental Career Champions ensure that the curriculum learning taking place in the classroom links directly to Careers ensuring our students understand the relevance of what they are being taught.

Our partnerships with employers, sixth form and further education colleges, university technical colleges, apprenticeship and training providers, government agencies and higher education providers enable us to provide a comprehensive programme of events and activities to support students in their decision making.

Impartial and confidential guidance is provided to students as part of their wider careers education programme. Careers information is integrated into the wider curriculum with career-related learning embedded into all subject areas. The programme challenges gender stereotypical thinking and promotes inclusion and equal opportunity.

Parents are welcome to discuss their child's needs with our Careers Team at parent and options evenings, or by appointment. The CareerPilot online careers platform used by all students is accessible by parents, enabling them to track their child's progress and support their exploration.

By the end of Key Stage 3 students will be regularly using CareerPilot and able to use the platform effectively. They will have identified their skills and interests and how these link to future careers; they will have had interactions with employers and developed their transferable skills; they will be able to demonstrate an understanding of the progression opportunities available to them and be able to make realistic choices for their Post-14 learning.

By the end of Key Stage 4 students will be able to identify career pathways of interest; they will have met with employers, experienced a workplace and an interview process. Students will have had an impartial 1:1 Post-16 Planning Meeting with a qualified Careers Advisor,



chosen and applied for the next step in their learning journey.

By the end of Key Stage 5 students will have been offered a 1:1 Post-18 Planning Meeting to discuss their next steps and intended destination. They will have had experience of at least two workplaces and have sufficient knowledge to enable them to make informed choices for their Post-18 pathway as they move to the next stage of their education or transition to employment.

MANAGEMENT AND DELIVERY

Roles and Responsibilities

In the same way that it takes a village to raise a child, it takes the whole school to effectively execute a careers and employability strategy - we believe all staff are teachers of Careers.

The Gosport and Fareham Multi Academy Trust has a full time Careers Leader who is responsible for the strategic leadership of the Careers Team and Careers provision across the organisation, ensuring full compliance with statutory requirements. The Careers Leader is responsible to the Executive Team and works closely with the Link Trustee for Careers, the Careers Team and Advisors, the departmental Careers Champions and wider school staff, including the SENCo, Heads of Year, Aspiration Leads, the Inclusion Team and pastoral support.

Staff Development

All staff are expected to contribute to the Careers learning and development of students in their roles as Tutors or subject Teachers. We use surveys and feedback to gauge the level of staff understanding and confidence in delivering Careers-related lesson content. All staff will be trained on the use of the CareerPilot platform and will receive further Careers-related training via staff and team meetings as appropriate throughout the year.

The Careers Team will complete relevant training provided by The Careers and Enterprise company and attend relevant professional development opportunities throughout the year.

Funding

Funding for the Careers programme is allocated in the GFM budget. Additional funding is secured as and when available from outside bodies, e.g. UniConnect.



Information, Advice and Guidance

Each school has a dedicated Careers Room which contains a wide variety of material to support student research. Students are encouraged to engage with the Careers Advisors who offer scheduled appointments for selected year groups and run lunchtime drop-in sessions. Students from Years 7 to 13 also have access to an online system for booking ad-hoc appointments with a Careers Advisor.

The GFM is committed to having careers guidance delivered by a Level 6 or above qualified career development professional (Careers Advisor) who upholds the professional standards of the Career Development Institute.

The CareerPilot platform can be accessed by students, parents and teachers and allows students to plot their encounters and experiences from Year 7 through to Year 13. Alongside comprehensive information on careers and pathway options it enables students to record their Careers-related activity with teachers and parents able to track progress.

Throughout the year the Careers programme enables students to meet with employers and education providers, either in school (eg during assemblies, parent and options evenings, workshops, classroom events), in the workplace or at an external careers event (eg careers fairs). We have a growing network of alumni who are willing to share their career journey and experience with groups or individuals.

Monitoring, Review and Evaluation

The overall aims of the Careers strategy are agreed with the Senior Leadership Team and the MAT Board and reviewed annually. The Careers Link Trustee reports on the progress of the strategy and its outcomes.

The Gatsby Benchmarks are the primary measure of our delivery of the Careers programme however we strive to work beyond this framework. We were assessed for the Quality in Careers Standard in April 2021 and judged to be working towards full accreditation.

As an integral part of the GFM Personal Development and Community Curriculum Strategy, the success of the Careers programme will feed directly into the pupil outcomes set out in the measurement objectives for 2020-25, specifically around destinations including improvement in university attendance and apprenticeships and a reduction in students not in employment, education or training post KS4.



At a tactical level, all scheduled, group careers activities will have a documented objective and feedback will be sought from attendees to ensure that the objective has been met. This feedback will be used to inform future event planning.

A Steering Committee will meet termly to provide oversight, discuss wider developments which may influence future strategy and provide input to the planning process.

Stakeholders

We will engage directly with all stakeholders to ensure that we are meeting their needs, and will seek feedback from students, parents, employers and staff to inform our Careers programme.

Parents and carers

We recognise the important role parents have in their child's career development and will supply them with relevant information to support careers conversations - through access to the CareerPilot platform, providing opportunities to talk to employers, training providers and further/higher education establishments and through the provision of Careers-related information on the GFM Careers website.

Employers and education providers

Our careers programme is based on current labour market information to ensure our students are guided to realistic outcomes; we engage extensively with local and national employers together with education and training providers.

Our Business and Education Forum is a representative group of employers, education providers and other agencies who meet on a termly basis to discuss our Careers programme, agree supporting action and provide input for our planning based on their employment and recruitment needs.

Beyond this group we have a wide network of local employers and other organisations on whom we can call to provide support and input as necessary.

EQUALITY, DIVERSITY AND INCLUSION

The **Gosport and Fareham Multi Academy Trust** is committed to the active promotion of equality and opportunity for all. We promote inclusive schools where we focus on the



well-being and progress of every learner and where all members of our community are of equal worth.

We accept that the community of the school consists of a diverse population of people. That diversity consists of visible and non-visible differences which include factors such as age, gender, background, race, ability, religion, sexual orientation, personality and work style. We work on the premise that harnessing these differences creates a productive environment in which everybody feels valued, where their talents are being utilised and in which we are all meeting the goals of the school.

Relevant documents

The following documents can be found on the school websites:

- Equality, Diversity and Inclusion Legislation
- Provider Access Statement

<https://bayhouse.gfmat.org/school/policies/>

<https://brunepark.gfmat.org/school/policies/>