

Careers Education and Guidance Policy

June 2020

Aim

To provide bespoke career guidance so that all pupils transition in an informed manner towards career paths best suited to their interests, aspirations and abilities.

Gatsby benchmarks

The Gatsby benchmarks are a set of 8 Ofsted approved criteria schools use as a framework for improving careers provision. In conjunction with the online Compass auditing tool, we use the benchmarks to establish our current strengths and areas for improvement every 6 months.

Benchmarks – the eight Gatsby Benchmarks of good career guidance –

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

Progress against Gatsby Benchmarks

Benchmark	January 2019	September 2019	National picture
1. A stable careers programme	20	94	4/6
2. Learning from career and labour market information	20	100	30/32
3. Addressing the needs of each pupil	72	90	9/13
4. Linking curriculum learning to careers	50	100	13/26
5. Encounters with employers and employees	75	100	37/38
6. Experiences of workplaces	25	82	39/37
7. Encounters with further and higher education	75	87	8/13
8. Personal guidance	25	100	46/49

Responsibility

- The Deputy Headteacher has strategic led with responsibility for overseeing careers. Additional staff have responsibility for Science, Technology, Engineering and Mathematics (STEAM) development and attend regular meetings organised by the Local Authority STEAM Hub. All staff are responsible for developing and monitoring the whole school Careers Education and Guidance Policy (CEG).

Introduction

RFHCS is committed to providing a planned Careers Education and Guidance (CEG) programme for both in patient, day patient and outpatient pupils.

CEG is central to Royal Free School's overall aim of raising achievement for all pupils.

All young people need a planned programme of activities to help them make decisions and plan their future careers, both in school and after they leave. The 2011 Education Act places a duty on the school to give all pupils in Years 7-11 access to careers education and impartial information, advice and guidance. All pupils gain guidance and exposure to a variety of career paths from invited professional speakers from within and outside the hospital, visits to career shows, CV writing, training on interview techniques, engagement within the local authority STEAM Hub, external careers and apprenticeship advisors from the DfE and as part of collective time leading up to windows for college applications. Pupils follow a curriculum that enables informed decisions regarding careers to be made and post 16 options considered, including the completion of a psychometric, career-matching test. Six form and college open days are advertised and all vulnerable pupils are accompanied to attend interviews. Opportunities for incorporating a careers focus into all subjects is encouraged, and discussion is very much focused on moving forward and the next provision. The school continues to extend its database of local industry to provide greater opportunities for work experience and is a member of the LA STEAM Hub.

CEG at RFHCS aims to help pupils develop a positive self-image, increase self-confidence and raise personal aspirations. The school strives to provide appropriate guidance, up to date information and a range of opportunities to support pupil's development at key points throughout their education. The CEG programme aims to prepare pupils for the ever changing opportunities, responsibilities and experiences of adult life and equips them with the life skills to manage the choices, changes and transitions ahead of them.

This policy was developed and will be reviewed annually through discussions between all stakeholders. It is underpinned by the school's policies for Teaching and Learning; Assessment, Recording and Reporting; PSHE and Citizenship; Equalities; Health and Safety and our SEND local offer.

Pupils Needs

The CEG programme is designed to meet the needs of all pupils at RFHCS. The programme ensures progression through activities that are appropriate to pupils' stages of career learning, planning and development. The CEG programme plays a key role in reducing the number of pupils who come through the school and are at risk of becoming NEET, particularly those who are most vulnerable or at risk on entry in addition to children already missing education (CME).

RFHCS will also make use of the SEND local offer published by the local authority. Where pupils have EHC plans, their annual reviews must, from year 9 at the latest, include a focus on adulthood, including employment. We will ensure these reviews are informed by good careers guidance.

Entitlement

Pupils have access to careers education and guidance that is impartial and confidential. The programme aims to promote equality of opportunity for all pupils. This service is currently provided by Inspiring the Future

<https://www.inspiringthefuture.org/>

Young people are clear about the requirement to stay in education or training until 18 and what it means for them. In particular, young people are not required to stay in school. They can choose how to participate which might be through:

- full time study in a school, college or training provider;
- an apprenticeship, traineeship or supported internship;
- full time work or volunteering (20 hours or more) combined with part time accredited study.

Management

Careers education and guidance is managed jointly by the Deputy Headteacher and PSHE Coordinator.

Staffing

All teaching staff are expected to contribute to the CEG programme through their roles as tutors and subject teachers. Other non-teaching staff such as Teaching Assistants and visiting speakers. The CEG programme is planned, monitored and evaluated by the PSHE Coordinator in consultation with the Deputy Headteacher.

Curriculum

Careers education is delivered by tutors teaching across the curriculum and by teachers and external providers in planned events and workshops such as the The National Careers Fair and National Apprenticeship Fair at Excel. Pupils are introduced to careers options and opportunities through a variety of enrichment activities such as;

- Visits to creative organisations like Barbican Centre and House of Illustration
- STEM providers such as The Crick Institute, Wellcome Foundation and UCL.
- Arts providers like WAC Arts College
- Waitrose Cooking School
- Visiting guest speakers
- Hospital based opportunities around medicine and other opportunities ranging from Catering to Pharmacy.
- Volunteering opportunities in a local special school
- The NCS Challenge (for 16/17 year olds)
- Visits to National Career Fairs

We can provide direct specialist careers guidance to targeted individual pupils and groups via Bright Futures UK (www.brightfuturesuk.org) and Go Think Big Go Think Big (gothinkbig.co.uk) Careers information is available in an identified area of the school and hosted on the schools VLE and Website.

The school offers Life Skills teaching and accreditation such as Personal Finance and Managing Data. The school also places a focus on soft skills such as: thinking and reasoning; self-management of thinking processes; teamwork and the school's core values of contribution, cooperation and consideration. All day patients qualify for the school's outdoor activities challenge week.

Resources

Funding for CEG is provided partly through capitation and the pupil premium budget.

Apprenticeships

The school is registered with the Department of Education's Apprenticeship Scheme and receives regular visits from specialist trainers to provide bespoke guidance to all pupils.

Monitoring, Review and Evaluation

Delivery of the careers programme is monitored as part of the whole school monitoring and evaluation process. The CEG programme is reviewed annually by the PSHE Coordinator and Deputy Headteacher.

Date updated: June 2020

Date of next review: June 2022

Date approved by the Governing Body: 11/6/2020