



Nurture - Ambition - Excellence

Careers Education Policy

Rationale

In order to be successful in technology-driven, rapidly changing labour market students need to develop skills to manage their own career and employability during their secondary education. The employment market is changing in ways, which make it more important than ever for students to take personal responsibility for managing their own career development throughout life. For this, they need to develop the skills to manage their own career including the abilities to reflect and review, to plan and make decisions, to use information resources effectively, to create and to take opportunities, and to make provision for lifelong learning. Career Education, Information, Advice, and Guidance (CEIAG) is one essential component of the overall support, which students need.

At The Learning Trust we recognise that Careers Education, Information, Advice and Guidance is one essential component of the overall information and guidance which students need and that the CEIAG provided by Trust schools should be well planned, forward thinking, impartial and responsive to the wide range of needs and aspirations of our young people. The Learning Trust has an on-going commitment to:

- Providing a planned programme of activities to which all students from Years 7 – 13 are entitled which will help them to plan and manage their careers
- Providing IAG which is impartial, unbiased and is based on their needs
- Ensuring that the CEIAG programme follows local, regional and national frameworks for good practice and other relevant guidance, such as Section 19 Education Act (2011), January 2023 Statutory guidance: Careers guidance and access for education and training providers, as well as guidelines from Ofsted, the Career Development Institute and the Gatsby benchmarks for good career guidance
- Working in partnership with external careers, work experience and enterprise providers to ensure all students access education, employment or training at the relevant times.

The career preparation of students is important not only to students themselves but also to their families, to employers, to Government, to the tax-payer and to the economic prosperity of the country. These various stakeholders are entitled to expect that the provision of CEIAG is quality assured with the same rigour as other aspects of academic provision.

Information

Information is data on opportunities delivered in various ways such as face-to-face contact with individuals, small groups, or classes, written or printed material, telephone help lines, ICT software, websites, or social media.

Advice

This involves helping a young person to understand and interpret information as well as providing information and answers to questions and clarify misunderstandings: to advise them on their options and how to go about a given course of action, to identify needs and to signpost and refer young people who may need more in-depth guidance and support. Advisory work is usually provided on a one-to-one basis but may also be provided in small or class groups. The Learning Trust employs a dedicated level 6 qualified Careers Advisor and access to qualified advice forms a fundamental element of the strategy in all Trust schools.

Guidance

Guidance aims to support young people to better understand themselves and their needs; to confront barriers to understanding, learning and progression; to resolve issues and conflicts and to support them to develop new perspectives and solutions to problems and be able to better manage their lives and fulfil their potential.

Our mission, values and aims

We know there is more to success than academic achievement alone. Education isn't simply about passing exams; it's about enabling students to learn the skills and qualities they need to be successful at school and beyond. We want every pupil to do well enough to go to university, college or apprenticeship in order to pursue the career of their choice. To support this, our schools ensure that alongside setting high expectations for academic progress, we also focus on building the habits and skills most desired by employers and universities, guarantee access and exposure to the experiences that will help them to shape a vision for their own future and guide their decisions about their university or career pathway after school.

In pursuit of our mission, The Learning Trust will support staff leading and coordinating careers education in schools, by;

- Developing a common approach to collecting, analysing and reporting on destinations of students at Year 6, 11 and 13.
- Supporting effective planning, delivery and evaluation against the Learning Trust's Enhanced and Intrinsic Curriculum framework through one-to-one coaching, a programme of continuous development and provide opportunities to explore sector best practice, and develop creative and collaborative solutions between schools.
- Developing and delivering network programmes, opportunities and partnerships to address the biggest progression barriers our students are facing.
- Influencing the development of the Learning Trust's curriculum model to ensure it aligns with the needs of all student groups and labour market.
- Developing online content and resources to share national and network best practice.
- Building our alumni community to support school programmes, and to help us measure the impact of our approach to pathways and enrichment.

Requirements for Careers Education in Learning Trust school

Learning Trust schools will align their planning, delivery and evaluation of careers education to network aims. Every Learning Trust school will;

- Appoint a named person to lead the Careers Education programme.

- Ensure that pupils are provided with quality careers guidance at appropriate key transitions.
- Ensure that there is an opportunity for a range of education and training providers to access all pupils for the purpose of informing them about approved technical education qualifications or apprenticeships.
- Publish a policy statement setting out their arrangements for provider access and ensure that it is followed.
- Provide at least one employer encounter per year, for every student in years 7-13.
- Publish details of their careers programme for young people and their parents.

In addition to statutory requirements, Learning Trust schools also commit to;

- Appoint a Link Governor for Careers Education.
- Appoint a named Strategic Lead who has oversight for school Careers Education strategy.
- Collect student destinations data for Year 11 and Year 13 leavers

Careers and SEND provision

Careers Leaders are committed to collaborating with SENDCOs to ensure appropriate support is in place for all learners.

Every pupil with SEND follows the same programme of careers as their peers, with adaption and support from the SEND team where appropriate. Pupils with SEND have an interview with the internal careers leader in Year 8 before the options process to enable early identification of any necessary adaptations or interventions according to need to support their career aspirations.

Pupils can self-refer and form tutors are also able to raise concerns. If current provision cannot fully address a pupil's additional need, advice will be sought from the National Careers Service. The SENDCO meets with parents/carers to discuss option suitability where individual need is likely to have an impact on choices made during the option process. The SENDCO supports work experience placements, ensuring that providers are aware of individual needs, in order to promote a positive experience.

Roles and Responsibilities

Careers Education Leads

Strategic Responsibilities

- Ensuring a full understanding of the Gatsby Benchmarks for Good Career Guidance in schools, as the framework used to guide Careers Education in all Trust schools
- Creating a cycle of activity and meetings with those responsible for delivery in school to drive the planning and monitoring of pathways & enrichment.
- Interrogating student destinations and the careers education audit to ensure strategic plan is evidence-led, focused on key priority areas and is mission aligned
- Ensuring timely and relevant messaging around careers education to LGB, SLT and key staff as appropriate to gain buy-in and embed knowledge and understanding of careers education across the whole school.
- Ensuring that pastoral and CPD activity is linked to needs identified in the careers education priorities for the year.
- Identify need and access relevant careers education support from the trust.

Operational Responsibilities

- Ensuring a full understanding of the Gatsby Benchmarks for Good Career Guidance in schools, as the framework used to guide Careers Education.
- Ensuring the strategic plan includes independent guidance for all students in years 7-13, and access for further education and technical providers to speak with students.
- Ensuring that relevant evidence is recorded against the strategic plan and programmes and activities are regularly evaluated for quality and monitored for impact.
- Engaging with external businesses, further and higher education institutions and third sector organisations to create purposeful partnerships and secure high-quality student opportunities
- Facilitating and coordinating events and opportunities for students and ensuring that all safeguarding and health and safety requirements are met, particularly for off site visits
- Overseeing personal guidance opportunities for students to secure positive and appropriate destinations at the end of Year 11 and Year 13 and manage the destinations data collection process
- Making strong links within school to ensure careers education provision is embedded across all key stages, including liaising with heads of departments and colleagues delivering PSHCE and enrichment programmes.
- Ensure that the requirements of the Skills and Post-16 Education Act 2022 are fulfilled. Namely that: All maintained schools and academies must provide six encounters with a provider of technical education or apprenticeships for year 8 to 13 pupils.

As a minimum, schools must offer:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend, to take place any time during year 12 or between 1 September and 28 February during year 13.

Schools should encourage all pupils to attend the encounters, however, optional attendance for older pupils recognises that, while many 16- to- 18-year-olds will benefit from finding out more about post-18 technical options, some will be in the sixth form having made a firm decision to pursue their chosen pathway.

All six encounters must happen for a reasonable period of time during the standard school day. Provider encounters that take place outside of school hours, for example parents' evenings, do not count towards fulfilment of the legal requirement for six provider encounters, but schools are still encouraged to provide these complementary experiences for pupils and their parents.

Trust Careers Advisor

Careers Advisor, are tasked with guiding and advising students about their future career paths and helping them make informed decisions about their education, training, and job options. This involves providing resources, helping career leads to organise career fairs or guest speakers, and having one-on-one talks with students to help them understand their goals and how to achieve them.

Careers Education Link Governor

The Careers Education Link governor works on behalf of the Local Governing Body (LGB) to ensure a strategic approach to Careers Education at the school and support for the operational and strategic leads. Key responsibilities include;

- Ensure a full understanding of the Gatsby Benchmarks for Good Career Guidance as the framework used to guide Careers Education.
- Ensure the school is meeting the statutory duty to provide independent careers advice to students from Y7-Y13 and are providing opportunities for FE and Technical providers to speak to students about pathways.
- Support and challenge on the design and on-going development of the school Careers Education strategy. Monitor the effectiveness of delivery and seek out appropriate opportunities to talk to learners about their experience of the school's Careers provision.
- Support school to forge purposeful links and partnerships with universities, colleges and employers.
- Ensure destinations data is recorded, interrogated, and used to measure impact of the school's Careers Education provision.

The Headteacher/Principal

The Headteacher/Principal will ensure that this policy is implemented

Trustees

Trustees will ensure that all trust schools fully implement this policy and will monitor its effectiveness in terms of compliance and reviewing outcomes such as student destination data in order to determine the effectiveness of provision.

Assessment

Career learning outcomes have been identified and a framework for assessing what students have achieved needs to be developed for all year groups, although there is no statutory requirement that CEG be assessed.

Monitoring, Review and Evaluation

All key events, such as practice Interview contain an element of student evaluation/feedback and evaluation by participants. Informal evaluation takes place constantly in a dialogue between staff. A formal framework for monitoring the delivery of the careers programme exists within the school's self-evaluation process; which includes the use of Student Voice.

All key events such as Futures Conferences and personal interviews will include an element of student feedback to provide a framework for dialogue between students and staff to evaluate their impact and inform future planning.

Records of discussions and advice from the careers advisor will be sent to students and kept on file at school.

Career leads in each school will be ensure appropriate record keeping, this will include:

- a termly review and reflection using the Gatsby “Compass Tool” to highlight any possible gaps or areas of weakness within our provision
- an audit of CEIAG provision within the TLT, to enable the sharing of good practice and highlight any need within the trust for extra training.
- an opportunity for parents to feedback in a survey to judge the impact of our CEIAG programme

Policy Review

We will review our CEIAG policy annually and this will be overseen by the Trust’s Careers Working Group and approved by the Trust’s Quality of Education Panel. The information contained in policy documents will be published on our school websites. The information published will be updated annually and any changes to the information occurring during the year will be updated as soon as possible.

Provider Access Policy

Introduction

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

All pupils in Years 7-13 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 taster events;
- To understand how to make applications for the full range of academic and technical courses.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

Management of provider access requests

A provider wishing to request access should contact the named employer engagement link at each school as identified below.

Name	School	Contact
Abbey Peers	Chester International School	apeers@chesterinternational.co.uk
Kay Sykes	Christleton High School	sykesk@christletonhigh.co.uk
Andrea Watts	Queen's Park High School	a.watts@qphs.co.uk
Kath Bent	Trust Careers Advisor	BentK@tltrust.co.uk

Opportunities for access

A number of events, integrated into the school careers programme, will offer Providers an opportunity to come into school to speak with students and/or their parents. Providers are welcome

to leave a copy of their prospectus or other relevant course literature which will be displayed in the Library Learning Centre. This resource is available for students at break, lunchtime and after school.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

The school will also make available AV and other specialist equipment to support provider presentations.

This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers who have been invited into Trust schools to date include:

Cheshire College South and West
Queens Park High School
Christleton High School

Destinations of previous pupils from Trust school include:

Cheshire College South and West
Sir John Deane's College
Coleg Cambria

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Appendices

School Gatsby Strategy

1. Chester International School: Gatsby Strategy and Provider Access

Aims

At Chester International School, Futures is our programme for ensuring students reach their potential and achieve their goals. Encompassing university admissions, employment skills, work experience, and careers education, every student at CIS will take part in the programme.

The Futures Programme is designed to ensure that every student: has access to up-to-date careers information; develops employment skills; is prepared for the workplace; will take part in meaningful work experience placements; and will receive a university offer.

The programme is intended to level the playing field for the most disadvantaged and vulnerable groups in our community.

The Futures Programme is sequenced such that each student will develop skills over time. Each unit and activity addressing concepts and expertise more complex than the previous.

The taught and practical elements will marry with the IB Learner Profile Traits and ATL Skills, with a particular focus on thinking, communication, and self-management.

Provider Access Information

Requests for access should be directed to Abbey Peers, Careers Leader. Abbey Peers may be contacted by telephone or email, apeers@chesterinternational.co.uk, 01244735610.

Access will be given for providers to attend during school assemblies, timetabled Careers lessons, and Careers events that CIS is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with CIS.

CIS will provide an appropriate room to be agreed. The room will have a projector and screen provided. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out.

CIS will consider live online encounters with providers where requested, and these may be broadcast into classrooms.

Providers who have been invited into CIS to date include:

Cheshire College South and West
Queens Park High School
Christleton High School

Destinations of previous pupils from CIS include:

Cheshire College South and West
Sir John Deane's College
Coleg Cambria

CIS Gatsby Strategy

The CIS Futures programme 2025-6 will provide the following opportunities to meet the Gatsby benchmarks, though this list is not exhaustive.

Gatsby Benchmark		Opportunities
1	A stable careers programme	<ul style="list-style-type: none"> • All years: Our named Careers Leader is Abbey Peers. The Careers Leader is qualified with a Level 6 in Supporting Careers Development. • All years: Our careers programme, opportunities and guidance is published on our website, and on our VLE, Canvas. • All years: Regular feedback is obtained from governors, staff and students to evaluate the programme. • All years: Parents/guardians are kept informed via the school bulletin and regularly invited for group talks and individual meetings. • All years: Weekly activities related to developing understanding of the workplace and employability skills. • All years: Feedback is obtained from the School Development Plan and used to assess the impact of the career programme. • All years: Employers are invited to feedback following their participation in events. • All years: The programme is evaluated using the Compass evaluation tool. • All years: The school receives guidance on the impact and effectiveness of the programme from the Cheshire and Warrington Enterprise Partnership. • Years 10 and 11: Students undertake a module on careers education and opportunities in PSHE.
2	Learning from career and labour market information	<ul style="list-style-type: none"> • All years: Students, staff, and parents/carers have access to Unifrog. • All years: Up-to-date career and labour market information is published regularly by staff on the school VLE, including information about financial planning, job opportunities, and educational institutions. • All years: Information available will regularly include information that challenges stereotypes, especially those concerning gender, sexuality, ethnicity, and social background. • All years: Careers information is highly visible. Hard copies of careers magazines, university prospectuses, and posters are kept in the student common room at all times for access by all students. • All years: Information supplied by the Cheshire and Warrington Local Enterprise Partnership is actively promoted to students in all year groups. • Year 12: A higher education and careers event is held annually with guest speakers from universities and

		<p>elsewhere to inform parents and students about post-18 options.</p> <ul style="list-style-type: none"> • Year 11: An information evening is held to inform parents and students about post-16 options. • Year 11: An assembly on the International Baccalaureate is held each year to inform students of their in-house opportunities post-16. • Year 10: Careers education is taught from Year 10, and to every year group in the school.
3	Assessing the needs of each pupil	<ul style="list-style-type: none"> • All years: The Careers Leader works with the SENCO, Safeguarding Lead, and Pastoral Leaders to identify the needs of all pupils and ensure that these are met. • Years 10 and 11: The KS4 Careers Coordinator works to ensure that systematic records of pupils' participation during the secondary phase are kept and made available to students and parents. • All years: The Careers Leader and external partners work together to ensure that placements are accessible to all pupils. • All years: All students' career aspirations are tracked by their Academic Mentor. This information is shared with the Careers Leader in order to optimise placement opportunities and experiences. • All years: Students meet with Academic Mentors at least once every half term. • All years: Students' progress through the Futures course is tracked on our VLE and monitored by their Academic Mentor. • Years 13 and 11: Students are invited to join an alumni programme following graduation to provide long term career support and this network is maintained by the Careers Leader. • Years 13 and 11: Accurate destinations reports are produced each September reporting on all school leavers. This information is securely stored for three years.
4	Linking curriculum learning to careers	<ul style="list-style-type: none"> • All years: All subject staff are required to highlight links to careers on schemes of work. • All years: There is an assigned Literacy Coordinator and Numeracy Coordinator responsible for raising and emphasising the importance of succeeding in English and Maths. • All years: The Vice Principal is responsible for Raising Achievement in all subjects and prioritises student achievement in English Language and STEM subjects. • All years: Career learning is offered as a subject in its own right as a discrete curriculum. • All years: Employability skills are emphasised across the curriculum.

		<ul style="list-style-type: none"> • All years: Careers education forms part of the ongoing staff development programme for all staff involved in supporting pupils.
5	Encounters with employers and employees	<ul style="list-style-type: none"> • All years: The Careers Leader works with the Cheshire and Warrington Enterprise Partnership to enrich the school's relationships with employers. • All years: The school website features links to websites regarding careers guidance and job opportunities. • All years: We have an active governing body that enrich and develop our links with partner companies, and provide opportunities to extend students' understanding of industry. • All years: Each year pupils engage in at least one meaningful encounter with an employer. • Year 12: We host a Higher Education and Careers Event in term 3 to inform students of their post-18 options to which we invite multiple guest speakers. • Year 12: Mock interview day hosted by external partners. • Year 10: Careers fair attendance.
6	Experiences of workplaces	<ul style="list-style-type: none"> • All years: CIS invests in the Unifrog Work Experience Platform to support student placements. • All years: The Careers Leader collaborates with the parent and governing bodies to maintain contacts in a variety of industries. • Year 12: Students will complete meaningful work experience placements of a minimum total of five days. • Year 10: Students will complete meaningful work experience placements of a minimum total of five days.
7	Encounters with further and higher education	<ul style="list-style-type: none"> • Year 12-13: The school maintains a good relationship with the University of Chester who deliver several talks throughout the two years to students. • Year 12-13: Visit to UCAS Higher Education exhibition in Manchester, March. • Year 12-13: Annual visit to Edge Hill University. • Year 12-13: Visit to Chester University campus. • Year 12: A higher education and careers event is held annually with guest speakers from at least four different universities and elsewhere to inform parents and students about post-18 options. • Year 11: An information evening is held to inform parents and students about post-16 options. • Year 11: Visits from external training providers, colleges and sixth forms in line with the Baker Clause. • Year 11: An assembly on the International Baccalaureate is held each year to inform students of their in-house opportunities post-16. • Year 10: All students will attend the Cheshire College careers fair.

8	Personal guidance	<ul style="list-style-type: none"> • All years: The Careers Leader for the school has an (L6) Advanced Certificate in Supporting Career Development. • All years: The Careers Leader will meet with every student in Year 11 and 13. • All years: Every student has both an Academic Mentor responsible for their academic progress and moving towards their career goals, and a Coach. • All years: Every student has the opportunity to meet with a Level 6 qualified Careers Advisor employed by The Learning Trust. • All years: Information about personal guidance support and how to access it is communicated through the school website. • All years: The Careers Leader works with the SENCO and the PP Leader to ensure that disadvantaged students are prioritised for careers support.
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2. Christleton High School: Gatsby Strategy and Provider Access

Aims

The Careers Strategy at Christleton High School aims to provide impartial and tailored information, advice, guidance, and support for all students.

Our structured and stable Careers Education, Information, Advice and Guidance programme ensures students have access to good quality information about future pathways; bespoke opportunities tailored to transitional stages; meaningful encounters with employers and higher education providers as well as the opportunity for guidance meetings with an informed careers advisor.

It is envisaged that our CEIAG programme will empower students to reach well-informed, reasoned decisions about the full range of employment, training and academic pathways available to them as well as the skills that are valued in the workplace in order enrich their knowledge, encourage them to set high aspirations, foster a culture of life-long learning and gain the experiences required to achieve future ambitions.

A roadmap of the Christleton High School careers learning journey can be downloaded from the school website.

Provider Access Information

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils 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.

Pupil entitlement

All pupils in Years 7-13 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 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 identify the most suitable opportunity and request access should contact Hannah McNally, Assistant Headteacher, Telephone: 01244 335 843; Email: mcnallyh@christletonhigh.co.uk

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.

The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian and careers adviser. The Resource Centre is available to all students at lunch and break times.

Christleton High Gatsby Strategy

The Christleton High Careers programme 2025-6 will provide the following opportunities to meet the Gatsby benchmarks, though the opportunities listed for students is not exhaustive.

Gatsby Benchmark		Opportunities
1	A stable careers programme	<p>Our careers programme, opportunities and guidance is published on our website. Parents/carers are kept informed about key events and activities via the information on our website, The Swan and social media.</p> <p>Our Careers programme is evaluated using the Compass plus evaluation tool and is a regular agenda item at Governor meetings. We also obtain feedback from governors, staff, students, parents and employers to evaluate the programme.</p> <p>Our named Careers/Futures Advisor is Kath Bent. All students have the opportunity to meet with Kath so she can provide information, advice and guidance to help students make realistic choices about their next steps.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none"> ● All students follow a bespoke termly UNIFROG programme, delivered by form tutors, which develops student independence to investigate their understanding of careers and the world of work. ● All students engage in careers related events during our school Careers fair and other national events such as National Apprenticeship Week and/or National Careers Week. ● All students engage with employers through assemblies and Careers themed PSHE lessons which includes interactions with guest speakers.

2	Learning from career and labour market information	<p>We provide students and parents with information about future pathways and labour market information on our website.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none">● All students have access to Unifrog and complete bespoke interactions led by form tutors.● All students have the opportunity to have one to one careers advisor meeting to discuss their individual ambitions.● Year 9 students engage with an external guest speaker/employer to inform their decision making during the Options process.● Key Stage 4 students at risk of NEET complete a Post 16 Options carousel and engage with a Higher Education provider to support informing their next steps.● Key Stage 5 students are invited to a Futures Evening that informs parents and students about post-18 options.
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<p>3</p>	<p>Addressing the needs of each young person</p>	<p>As students have different needs at different stages students' progress through the Unifrog programme is bespoke to each year group and also Quality Assured via the Careers Coordinator and the Careers Leader.</p> <p>To address the needs of each student the Careers Coordinator works with the SENCO, Safeguarding Lead, and Heads of Year to identify the needs of all students and ensure that these are met.</p> <p>The Careers Coordinator works to ensure that systematic records of pupils' participation with careers related activities are maintained on Compass plus and are made available to students and parents as necessary.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none"> ● Key Stage 3 and 4 students at risk of NEET complete additional CEIAG events and are prioritised for initial and additional Careers advisor appointments. ● Years 13 and 11 students' intended destination data is obtained and used to inform the careers programme. This information is also shared with County.
<p>4</p>	<p>Linking curriculum learning to careers</p>	<p>To ensure the link between the curriculum and careers the Careers Coordinator works with Heads of Department and Heads of Subject to evidence how links to careers are made within their subject areas and across the key stages.</p> <p>Careers education also forms part of the ongoing staff development programme for all staff involved in supporting pupils.</p>

5	Encounters with employers and employees	<p>To ensure all our students have multiple opportunities to learn from employers about work and employment and the skills that are valued by the workplace the Careers Coordinator works with a variety of stakeholders to to enrich the school’s relationship with employers. For example, we have an active governing body that enriches and develops our links with partner companies, and provides opportunities to extend students’ understanding of industry. We also work with the West Cheshire and North Wales Chamber of Commerce and our school website features links to websites regarding careers guidance and job opportunities to ensure we provide students with appropriate opportunities and information to engage with a variety of relevant employers.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none"> ● All students annually engage in at least one meaningful encounter with an employer. ● All students have the opportunity to attend the Christleton Careers Fair. ● Year 13 students have the option to attend a Mock assessment centre which provides real-world experience and enables them to spend time with employers to help them when it comes to applying for apprenticeships. ● Year 12 students have one week’s meaningful work experience and a Careers Day and Mock Interview Day hosted by external partners. ● Year 10 students complete a meaningful work experience placement. ● Year 9 students attend an Options event to support their decision making for GCSE.
6	Experiences of workplaces	<p>To ensure students explore career opportunities and expand their networks the Careers Coordinator collaborates and maintains contacts in a variety of industries and via our school alumni. We also use the Unifrog Work Experience Platform to support students with gaining first hand experiences of workplaces.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none"> ● Year 12 students complete a meaningful work experience placement of a minimum total of five days.

		<ul style="list-style-type: none"> ● Year 10 students complete a meaningful work experience placement of a minimum total of five days. ● Key Stage 3 students complete Futures week which consists of varied and meaningful employer led activities.
7	Encounters with further and higher education	<p>To ensure pupils understand the full range of learning opportunities that are available to them the Careers Coordinator organises for various guest speakers to engage with our students via assemblies or bespoke CEIAG events.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none"> ● Year 9 students attend talks in chosen subject areas to help inform their option choices. ● Year 10 students at risk of NEET are offered a college taster day experience. ● Year 11 students are invited to attend the Christleton Sixth Form Open Evening. ● Key Stage 4 students at risk of NEET complete a Post 16 options carousel and engage with a Higher Education provider to support informing their next steps. ● Year 12 students attend the UCAS Conference ● Key Stage 5 students have at least two visits to higher education providers. ● Key Stage 5 students are invited to a Futures Evening that informs parents and students about post-18 options.

8	Personal guidance	<p>Every student has the opportunity to meet with the Careers Advisor. Our Careers Coordinator also ensures these meetings are available for students when significant study and career choices are being made.</p> <p>Heads of Year and Senior Leadership meet regularly to review the academic progress of students in order to support them through their important transitional stages.</p> <p>Opportunities available for students include:</p> <ul style="list-style-type: none">● Year 11 and 13 students individually meet the Careers advisor during the academic year.● Year 11 students who have applied to Christleton sixth form are met with individually by the sixth form team● Year 9, 11, 12 and 13 students are supported through their key transitional points by their Form tutor, Head of Year, the wider pastoral team and members of the Senior Leadership Team.
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3. Queen's Park High School: Gatsby Strategy and Provider Access

Aims

At Queen's Park High School, our whole school Careers Education, Information and Guidance (CEIAG) programme is one essential component of our whole school Personal Development Strategy which aims to provide a wide and rich set of opportunities for our pupils.

The CEIAG programme is designed to ensure that every student: has access to up-to-date careers information; develops employment skills; is prepared for the workplace; will take part in meaningful experiences of the workplace. The CEIAG programme links careers to curriculum subjects; raises aspirations; provides information about opportunities, progression routes, entry requirements; provides access to a wide range of encounters with employers, employees, FE, HE and Independent Training providers and ensures pupils will receive FE and/or HE and/or apprenticeship offers.

The programme is intended to level the playing field for the most disadvantaged and vulnerable groups in our community irrespective of race, gender, special needs, cultural background and ability.

The Careers programme is sequenced such that each student will develop knowledge and skills over time including the aptitude and experiences required to be successful in the future.

Provider Access Information

Requests for access should be directed to Andrea Watts, Careers Leader. Andrea Watts may be contacted by telephone or email, a.watts@qphs.co.uk, 01244 257088. This information is also published on our school website.

Access will be given for providers to attend during school assemblies, timetabled Careers lessons, and Careers events that QPHS are arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with QPHS.

QPHS will provide an appropriate room to be agreed. The room will have a projector and screen provided. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out.

QPHS will consider live online encounters with providers where requested, and these may be broadcast into classrooms.

Providers who have been invited into QPHS to date include:

Cheshire College South and West

Reaseheath College

Wirral Met College

Christleton High School

Coleg Cambria

TTE Training

Chester International School

University of Chester

Wrexham University

University of Staffordshire

Lancaster University

Edge Hill University

Destinations of previous pupils from QPHS include:

Cheshire College South and West

Sir John Deane's College

Coleg Cambria

Reaseheath College

Universities

Apprenticeship providers

QPHS Gatsby Strategy

The QPHS Careers programme 2025-6 will provide the following opportunities to meet the Gatsby benchmarks, though this list is not exhaustive.

Gatsby Benchmark		Opportunities
1	A stable careers programme	<ul style="list-style-type: none"> • All years: Our named Careers Leader is Andrea Watts. The Careers Leader is experienced and holds the Certificate in Careers Leadership qualification. • All years: Our careers programme, opportunities and guidance is published on our website. • All years: Regular feedback is obtained from governors, staff and students to evaluate the programme. • All years: Parents/guardians are kept informed via the information on our website, school newsletter, social media and regular communication with parents about key events and activities. • All years: Weekly 'STEPS' activities related to developing understanding of careers and the world of work are embedded into our tutor time set up programme, delivered by group tutors. • All years: Feedback is obtained from the School Annual Development Plan and used to assess the impact of the career programme. • All years: Employers are invited to feedback following their participation in events. • All years: The programme is evaluated using the Compass plus evaluation tool. • All years: The school receives guidance on the impact and effectiveness of the programme from the Cheshire and Warrington Enterprise Partnership. • Year 9: Students undertake a unit of study on careers education and opportunities in PSHE. • All years: Careers Education is embedded into curriculum unit plans across curriculum subjects. • All years: students engage in careers related events during National Apprenticeship Week and National Careers Week
2	Learning from career and labour market information	<ul style="list-style-type: none"> • KS4 & KS5: Students have access to Unifrog.

		<ul style="list-style-type: none"> • All years: Up-to-date career and labour market information is published regularly on the schools website. • All years: Information available will regularly include information that challenges stereotypes; especially those concerning gender, sexuality, ethnicity and social background. • All years: Careers information is highly visible. Hard copies of careers information, university prospectuses, and posters are kept in the Library Learning Centre, 6th form Common Room and displayed in classrooms for access by all students. • All years: Information supplied by the Cheshire and Warrington Local Enterprise Partnership is actively promoted to students in all year groups. • Year 11: Steps to Success - an information evening is held to inform parents and students about post-16 options. • All years: Careers education is embedded across curriculum subjects. Year 9 are explicitly taught Careers education during WPD lessons.
3	Assessing the needs of each pupil	<ul style="list-style-type: none"> • All years: The Careers Leader works with the SENCO, Safeguarding Lead, and Pastoral Leaders to identify the needs of all pupils and ensure that these are met. • All years: The Careers Leader works to ensure that systematic records of pupils' participation with careers related activities are kept on Compass plus and are made available to students and parents as necessary. • All years: The Careers Leader and external partners work together to ensure that placements are accessible to all pupils. • All years: Students' progress through the Careers programme is Quality Assured via the PD lead and Careers Lead. • Years 13 and 11: Students intended destination data is obtained and used to inform the careers programme. • Years 13 and 11: Accurate destinations reports are produced each September reporting on all school leavers to County. • Year 11: Students identified at risk of NEET have additional CEIAG in place via 121 local authority guidance from the Young People's Services Team. • KS3: Students identified at potential risk of NEET have additional CEIAG intervention sessions with the Careers Leader.
4	Linking curriculum learning to careers	<ul style="list-style-type: none"> • All years: Curriculum Team Leaders are required to highlight links to careers into curriculum subject unit plans. • All years: The Senior and Middle Leadership Teams are responsible for Raising Achievement in all subjects.

		<ul style="list-style-type: none"> • All years: Personal Development including employability skills are emphasised across the curriculum. • All years: Careers education forms part of the ongoing staff development programme for all staff involved in supporting pupils.
5	Encounters with employers and employees	<ul style="list-style-type: none"> • All years: The Careers Leader works with the Cheshire and Warrington Enterprise Partnership to enrich the school's relationships with employers. • All years: The Careers Leader works with the West Cheshire and North Wales Chamber of Commerce to enrich the school's relationship with employers. • All years: The school website features links to websites regarding careers guidance and job opportunities. • All years: We have an active governing body that enrich and develop our links with partner companies, and provide opportunities to extend students' understanding of industry. • All years: Each year pupils engage in at least one meaningful encounter with an employer. • Year 12 & 13: Access to guest speakers is built into the WPD curriculum • Year 11 & 13: Mock interview day hosted by external partners. • Year 13: Mock Assessment centre for those pupils following an apprenticeship pathway. • Year 10: County wide Careers fair attendance • Year 9: Guided Choices event for pupils and their parents • Year 11 & 13: Steps to Success event for pupils and their parents
6	Experiences of workplaces	<ul style="list-style-type: none"> • All years: QPHS invests in the Unifrog Work Experience Platform to support student placements. • All years: The Careers Leader collaborates and maintains contacts in a variety of industries. • Year 12: Students will complete meaningful work experience placements of a minimum total of five days. • Year 10: Students will complete meaningful work experience placements of a minimum total of five days.
7	Encounters with further and higher education	<ul style="list-style-type: none"> • Year 12-13: The school maintains good relationships with University providers who deliver several talks to students. • Year 12: Visit to UCAS Higher Education exhibition. • Year 12-13: Visits to Universities. • Year 12: Visit to National Apprenticeship Show • Year 11: Steps to Success: An information evening is held to inform parents and students about post-16 options. • Year 11: Visits from external training providers, colleges and sixth forms in line with the Baker Clause.

		<ul style="list-style-type: none"> • Year 10: All students will attend the County wide careers fair. • Year 10: Attend the Secondary College event at Cheshire College South & West
8	Personal guidance	<ul style="list-style-type: none"> • All years: The Careers Adviser for the school has an (L6) Advanced Certificate in Supporting Career Development. • All years: The Careers Adviser will meet with every student in Year 11 and 12. • Year 9 & 11: The Head of Year, Pastoral Support Manager and members of the SLT support students at key transitional points. • All years: The Heads of Year and Pastoral Support Managers support students with their academic progress and moving towards their career goals. • KSS: The Head of 6th form and 6th form Pastoral Manager support students with their academic progress and moving towards their career goals in relation to post 18 options. • All years: Every student has the opportunity to meet with a Level 6 qualified Careers Adviser employed by The Learning Trust. • All years: Information about personal guidance support and how to access it is communicated through the school website. • All years: The Careers Leader works with the SENCO and members of the SLT to ensure that disadvantaged students and other key groups are prioritised for careers support.