



Cardinal Langley RC High School

## **Policy on Careers Education, Information, Advice and Guidance**

### **1. Rationale**

*Information Advice and Guidance (IAG) covers a range of activities and interventions that help young people to become more self-reliant and better able to manage their personal and career development, including learning (DCSF Quality Standards on IAG 2009)*

*Careers Education (CE) helps young people to develop the knowledge, confidence and skills that they need to make well-informed, thought through choices and plans that enable them to progress smoothly in to further learning and work, now and in the future (Statutory Guidance, DCSF October 2009)*

To ensure we are meeting the requirements of our students and statutory expectations the school is committed to providing high quality IAG, careers education and careers guidance which also actively involves parents.

### **2. Purpose**

The purpose of CEIAG at Cardinal Langley RC High School is to allow young people to make realistic and well informed decisions about their choices and futures within the context of a school environment which is raising their aspirations; helping prepare them for life intellectually, morally, socially and financially; encouraging participation in Higher Education; developing enterprise and employability skills and which is responding to the needs of each individual young person.

### **3. Guidelines**

CEIAG must respond to the needs of each individual student and help each of them both to make progress and make appropriate choices for the future. This will be particularly important at key moments of transition in choosing Key Stage 4 options, post 16 provision and post Sixth Form but is also important to prevent disengagement from the learning process. All staff are required to comply with this policy and to promote good quality CEIAG.

- The Governors will appoint a link CEIAG governor who is an employer or self-employed where possible
- The school is committed to funding a TLR position with responsibility for CEIAG across the curriculum and the delivery of the life skills programme. An appropriate budget will be allocated each year. The school is also committed to rigorous quality assurance procedures to ensure that CEIAG is meeting the demands of Government guidelines and statutory guidance and so will pursue the national IAG award and renew it as and when appropriate. An action plan will be developed each year by the member of staff responsible for whole school CEIAG.
- All students in Years 8-11 will have access to impartial and independent advice from sources not employed by the school alongside the information they receive from school staff. The school is committed to buying in this provision alongside the one day targeted support for vulnerable students
- CEIAG is seen as a whole school responsibility shared by all staff and demands a comprehensive approach which permeates the whole curriculum as well as being highlighted at particular

transition points or through specific aspects of the curriculum. As such subjects are expected to incorporate links with employers and employability skills in the delivery of the curriculum.

- Appropriate training will be provided by staff and co-ordinated by the IAG lead
- Careers Education will be provided in all years through form/group time, the Life Skills programme and specific events related to employability. There will be specific weeks of activities for years 10 and 12 in the summer term.
- The school is committed to equal opportunity through its programme of Life Skills and will use opportunities in this and Religious Education particularly to challenge discrimination and stereotypes and to respond to diversity.
- Students will be involved in the shaping of the CEIAG they experience through focus group and feedback.
- CEIAG links and information for students and parents/carers will be available in a section on the website

**Policy Approval:**

Signature of Headteacher:

Signature of Chair/Vice-Chair

of C&P Committee:



03.12.2014



03.12.2014

Date

Date