



# Biddick

## Academy

<i>Name of Policy</i>	<b>CEIAG (Inclusive of Provider Access)</b>
<i>Date Valid</i>	<b>October 2023 – October 2024</b>
<i>Date of Approval</i>	<b>October 2023 – Headteacher October 2023 – Full Trustee Board</b>
<i>Next Review and Approval Date</i>	<b>October 2024</b>
<i>Responsibility for Review</i>	<b>Assistant Headteacher</b>

Careers Education, Information, Advice and Guidance Policy, including Access Provider Statement.

## Introduction

Our CEIAG programme sits across our Academic and Pastoral Curriculum areas. It is holistically embedded within our Quality of Education, Personal Development and Behaviour and Attitude priorities. Our aim is to enable all students to make informed choices and to be equipped with the skills and knowledge to thrive in their chosen careers and lifelong learning. We develop students with the career related skills to manage their future career and sustain employability and economic wellbeing throughout their lives.

Academically, each faculty has a clear focus on appropriate careers information, advice, and guidance, along with raising aspirations and providing career opportunities pertaining to their subject.

To support students' personal development students receive CEIAG as part of their Personal Development lessons, Tutor Time programme as well as a calendar of events that provide encounters with employers and employees. Furthermore, students are provided with individualised 1:1 guidance interviews with a specialist Careers Advisor as well as a work experience placement. Students also have access to an online tool to support them to explore independent advice and guidance linked to areas of their own interest.

Our Academy curriculum values in Readiness, Resilience, Curiosity and Aspiration are key foundations to achieving our integrated approach to CEIAG.

Biddick Academy clearly demonstrates our ongoing commitment to:

- Provide a planned programme of activities to which all students in years 7-11 are entitled which will help them plan and manage their careers.
- Provide CEIAG education which is impartial, unbiased, and bespoke to our students and their needs.
- Comply with the Education Act 1997.
- Ensure that the CEIAG programme follows local, regional, and national frameworks for good practice and other relevant guidance and policies, such as:
  - Ofsted
  - Careers Development Institute
  - Gatsby Benchmarks
  - The Baker Clause
  - Provider Access Legislation (PAL)
  - Future Me
  - North East Collaborative Programme
  - North East LEP

Through both our Academic and Pastoral Curriculums, alongside our enrichment and extra-curricular opportunities, we embed the Gatsby Benchmarks to ensure we provide our students the best possible careers guidance.

The eight Gatsby benchmarks of good career guidance:

1. A stable career 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

## **Links with other Policies**

SEND Policy

Educational Visits

## **Entitlement**

Students

Students are entitled to CEIAG which meets the professional standards of practice, of which is both personalised and impartial. The programme is integrated into students' experiences throughout the curriculum as well as extended opportunities and enrichment. The programme is structured to meet the Gatsby Benchmark of Good Careers Education, the Baker Clause and professional guidance and recommendations.

Aims

The primary aims of our programme from Years 7- 11 are to:

- Raise and broaden aspirations;
- Support students to understand their strengths, potential, areas for development, personal qualities, attitudes, and values;
- Equip students with the tools to explore opportunities for future learning and employment, make decisions and manage transition from Key Stages towards post 16;
- Ensure that students leave Biddick Academy to join their desired destination for post 16.

The CEIAG programme provides students with a range of experiences to help them progress throughout their education onto successful careers. This is achieved via our focus on embedding the 2021 Careers Development Framework (CDI) which includes 6 principles to achieve a positive career:

- Growth throughout life
- Explore possibilities
- Manage career
- Create opportunities
- Balance Life and Work
- See the big picture

Parents

Partnership with parents is an important aspect of our CEIAG programme. We support parents by:

- Providing careers information and opportunities for parents shared by our Careers Lead;
- Specific opportunities to visit on site careers events;
- Access to information and guidance through parent information evenings, including: options evening and parents' evenings for each year group.

## **Careers and SEND provision**

Students with SEND have the appropriate support to access the CEIAG programmes throughout Years 7-11 and have additional support throughout the options process for KS4. Students may also be part of our social skills programme to promote life skills useful for both Academy life and beyond.

## **Monitoring, review, evaluation and development of CEIAG**

Our partnerships are reviewed regularly, facilitated by the networking of our Careers Lead.

The following provision is reviewed by the Careers Lead:

- Compliance with CDI National Framework
- Compliance with the Provider Access Legislation (PAL)
- Annual review of partnership and provider activities
- Review of all careers events
- Lesson observations within curriculum areas, PD lessons and Tutor Time as part of quality assurance and monitoring
- Assessing students' knowledge in PD lessons focusing on CEIAG
- Feedback via student voice, the parent's forum, and staff/student surveys
- Review of Gold Award Standards for Quality in Careers Standard
- Review of the school's adherence to the Gatsby Benchmarks, Baker Clause and Provider Access Legislation (PAL).
- Staff development including: liaising with external partners for support, guidance and advice .
- Our Careers Lead provides support and CPD for the wider teaching team of staff teaching CEIAG.

## **Safeguarding**

Our safeguarding policy outlines the Academy's procedure for checking then identity of suitable visitors. Education and training providers are expected to adhere to this policy.

## **Resources**

Funding is allocated in the annual budget-planning within the context of whole school priorities and specific needs within CEIAG. The AHT and DHT are responsible for the effective deployment of resources.

## **Staffing**

All staff contribute to CEIAG through their roles as tutors, teachers and pastoral staff.

Our Careers Lead is the AHT for Personal Development: Conner Brown.

The Trustee for Careers is the Trustee Link for Personal Development: Ian Mowbray

## **Policy Statement for Provider Access**

A provider wishing to request access should contact Mr C Brown via

[Brown.c@biddickacademy.com](mailto:Brown.c@biddickacademy.com)

Please see Appendix B Provider Access Statement for further details.

## Appendix B: Provider Access Policy Statement

This policy sets out the school's arrangements for managing the access of providers to the pupils at the school for the purpose of giving them information about the provider's education, training offer or skill set and pathway needed for access to the career or sector that the provider represents. This complies with the school's legal obligations under the Education Act 1997.

### Pupil Entitlement

The students are entitled to explore a wide and varied range of training providers, vocations, and career pathways. Here is an example of what this may look like across the Academy.

Year	Focus	Autumn term	Spring term	Summer term
Year 7	<b>Careers in Business and Marketing</b>	What is a business and what does the marketing department do? What is a fulfilling career? Presentation from the experts.	What is HE?  Faculty Careers Week.	Drop down morning: How do I set up my own business?  Personal Development Lessons: Types of careers, businesses and their functions  What is Equality & Diversity in the workplace?  Moving on! Assembly
Year 8	<b>Green Careers</b>	A Job with the Environment Agency? Event.  Aiming for excellence: raising aspirations workshops.	NELEP: What Net Zero Jobs are available in the North East? Faculty Careers Week Solutions for the Planet Workshops	Workshops on Career Skills and Management.  Personal Development Lessons: What does a career in the energy and environment sector look like?  Moving on! Assembly
Year 9	<b>Careers in the NHS and Health</b>	Why jobs are in the NHS? Speakers from the NHS  Careers Carousel-speed dating.	Careers in the NHS Drama performance. Faculty Careers Week.  Options Interviews. Careers Fair.	What is a degree?  Personal Development Lessons: Jobs, functions and skills in the NHS.  Discover apprenticeships sessions Moving on! Assembly

<b>Year 10</b>	<b>Careers in Engineering and Construction</b>	Apprenticeships with SETA.  Apprenticeships at Colleges. STEM careers workshop.  Future Me: Mentoring Programme	What are T levels? Talk from the experts  Mock Interviews.  Faculty Careers Week. Careers Fair.	Work experience  Moving on assembly!
<b>Year 11</b>	<b>New Horizons</b>	Apprenticeship workshops.  What next? A range of presentations from local Sixth Form and Colleges.  1:1 Careers Guidance Appointments.	Application Clinic 2.  Faculty Careers Week. Careers Fair.  1:1 Careers Guidance Appointments.	Results Day Support . Bespoke support from our Careers Advisor.
		Application Clinic 1. Open Days.		

Please contact our Careers Lead, C.Brown, to identify the most suitable opportunity for you.

### **Management of provider access requests**

A provider wishing to request access to Biddick Academy should contact the person in charge of careers, C Brown. This can be done in the first instance by contacting main reception or email.

### **Premises and Facilities**

Rooms and presentation resources will be made available for discussion between the provider and pupils, as appropriate to the activity. This will be discussed and agreed in advance of the visit with the Careers Lead or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant literature in the library to be made available in the careers resource section. This resource is available to pupils before, during and after school.