



# **Careers Education Information Advice and Guidance Policy (CEIAG)**

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**Perins School**

**November 2023**

**Approved by Trust Board  
Date November 2023**

**Nex review September 2025**

## **Rationale for Careers Education Information Advice and Guidance (CEIAG)**

Careers Education, Information Advice and Guidance makes a major contribution to preparing young people for the opportunities, responsibilities and experiences of life, in order to help them make a successful transition to adulthood:

- Preparing students for the opportunities, responsibilities and experiences of life
- Supporting young people to achieve their full potential
- Empowering young people to plan and manage their own futures
- Providing comprehensive information on all options
- Raising aspirations
- Promoting equality, diversity, social mobility and challenges stereotypes
- Enabling young people to sustain employability and achieve personal and economic wellbeing throughout their lives

### **Purpose**

The school is committed to career learning and development, and it intends to fulfil its statutory obligations. It supports the school's overall vision and is linked to the School Improvement Plan. Governors and senior leaders have a key role in developing and approving the policy and this process ensures a high profile and a secure place for CEIAG within the school curriculum. This policy is linked to other school policies.

### **Commitment**

The school is committed to providing all its students with a planned programme of careers education activities throughout their school career, with opportunities at key transition points to access impartial information and expert advice and guidance.

It is also committed to maximise the benefits for students by using a whole school approach involving parents, carers, external IAG providers, employers and other local agencies.

### **Management**

This area is supported by a link governor. A senior leader has strategic responsibility for CEIAG, with access to administration support. The Life Studies Team Leader has some oversight in this area and will liaise and work alongside the senior leader and careers advisor. The school has responsibility for securing its external careers guidance service.

The senior leader will also oversee the structure for delivery by members of staff who have access to relevant training.

The senior leader alongside the Life Studies Team Leader will review and evaluate the provision with all stakeholders including young people and the external IAG service, taking into account the school's destination measures.

### **Curriculum Provision**

There is a planned programme of learning experiences with learning outcomes for Year 7 to Year 11 which enable young people to:

- Develop themselves through career and work-related education
- Learn about careers and the world of work
- Develop career management and employability skills
- Prepare for college and apprenticeship interviews

### **Personal Provision**

Elements of the above will require access to individual information advice and guidance through:

- internal staff, external visitors and mentors
- external sources using email, telephone, web chat and forums via websites, the bespoke careers companion website and specialist face to face careers guidance

We will secure additional access to face-to-face external specialist careers guidance as stated in the Education Act 2011 for our vulnerable students as defined by the school's governing body.

### **Resources**

The academy will provide resources for the successful implementation of this policy through securing:

- An annual budget to cover internal needs, CPD opportunities and commissioning of external sources
- Adequate staffing
- Student and staff access to information (electronic and hardcopy)
- Designated space for individual, group and research sessions

### **Partnerships**

The policy recognises the range of partners that support the CEIAG offer within our academy. These include:

- formal arrangements with our external provider of careers guidance and others
- liaison with post 16 providers and higher education institutions
- employers and training providers
- parents and carers
- others specific to our school

### **Approvals and review**

This policy is reviewed biennially in discussion with staff and external partners and key priorities for action are identified and included in the school improvement plan.