



THE LANGLEY ACADEMY

CAREERS EDUCATION AND GUIDANCE POLICY

PRINCIPLES

All young people have the entitlement to build toward a fulfilling and rewarding career. The role of the Academy is to provide a planned programme of activities to help them make choices that are right for them and enable them to manage their careers throughout their lives. It is our statutory duty to provide careers education and guidance that meets professional standards of practice that is person centred, impartial, confidential and available to all year groups. Careers education will be integrated into the student experience of the whole curriculum and will be an integral part of all lessons.

STUDENT ENTITLEMENT

Every student at the Academy is entitled to:

- Comprehensive, accurate and up to date careers information about opportunities in education, training and employment
- Effective impartial advice and guidance which supports them in making careers decisions
- A planned programme of careers education which provides opportunities for them to gain understanding and knowledge, to develop the skills and the experience of work that will enable them to make confident choices about their careers
- Access to all careers activities are within the equal opportunities framework

PURPOSE OF CAREERS EDUCATION

Incorporating new CEIAG directives, years 7 and 8 will be given an introduction to the essential skills of employability (e.g. communication, problem solving, team work, decision making), and develop the ability to review and reflect on progress. Building on this foundation into year 9, students will begin the process of identifying potential career paths and start work on their CVs. Year 10 and 11 students via the curriculum and exposure to the world or work will develop the skills necessary, and be coached and mentored to their post 16 destinations.

All students will have the opportunity to:

With regard to self –

- Develop positive attitudes towards themselves

- Understanding of self and situation
- Recognise their own strengths and weaknesses
- Develop skills and self confidence in decision making
- Take increasing responsibility for the present and future
- Acquire and develop research and job search skills in order to apply for employment/ training or education

With regard to the world of work –

- Understand the nature of different forms of work
- Develop a realistic appreciation of their own work
- Appreciate the changing trends in employment
- Understand the financial aspects of employment
- Develop an appreciation of Health & Safety factors
- Have first hand experience of the world of work

With regard to their career –

- Recognise the choice of options available to them
- Become familiar with educational opportunities
- Become familiar with occupational opportunities

FURTHER GUIDANCE:

The careers programme further includes: apprenticeship fairs and visits; business presentations; business mentoring; work experience in years 10 and 12; extended work experience for years 10 – 12; careers fairs; site visits; higher education presentations; interview of all year 11 students; how to make applications; use of IT diagnostic tools for psychometric testing and matching to careers

DELIVERY:

All staff contribute to careers education and guidance through their roles as tutors and as subject teachers. A dedicated Religious and Personal Studies team (RPS) will have sessions focused solely on careers and specialist sessions are delivered by experts as required.

CO-ORDINATION, MONITORING AND RESPONSIBILITY:

Direct responsibility for delivery of the careers programme is that of the Head of Alternative & Vocational Education, working closely with the Careers Co-ordinator.

The Principal takes overall responsibility for the policy, its implementation and liaison with the governors, parents and appropriate outside agencies.

Review date: June 2016

