

BUXTON COMMUNITY SCHOOL



CAREERS EDUCATION AND GUIDANCE AND EMPLOYABILITY POLICY

Signed by Chair of Governors:	
Next review date	

Buxton Community School

Careers Education and Guidance and Employability Policy

Rationale

Effective Careers Education 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:

- 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 challenging stereotypes
- Providing experiences of work environments and contacts with employers
- Enabling young people to sustain employability and achieve personal and economic wellbeing throughout their lives

Purpose

Buxton Community School is committed to career learning and development and building employability skills so that students can look forward to the future choices they will make 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 Careers Education and Guidance and Employability within the school curriculum. This policy is linked to other School policies including:

- Assessment, Recording and Reporting
- Citizenship, Equal Opportunities
- Learning and Teaching
- Learning Support
- PSHE
- Staff Development
- Work Related Learning

Commitment

Buxton Community 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. Benefits for students will be maximised by using a whole school approach involving parents, carers, alumni, external IAG providers, employers, further education and higher education providers and other local agencies. The School is also committed to achieving a range of practical outcomes such as positive destinations, successful transition and on-going development of employability skills. We will also pay attention to relevant guidance on improving outcomes for young people that appears from the Department for Education, Ofsted, Local Enterprise Partnership and other agencies.

Management

This area is supported by a link governor. The Assistant Head Teacher with responsibility for transition, Mrs Gillian Ashworth, has strategic responsibility for Careers Education and Guidance and Employability and oversight of a Careers Education and Guidance Co-ordinator, Mrs Alison Trick.

All staff are expected to contribute to careers and employability delivery through their roles as tutors, subject teachers and support staff.

Online and printed careers information is maintained by the Careers Co-ordinator and staff in the Learning Resources Centre and is accessible to all students.

Curriculum Provision

There is a planned programme of learning experiences constructed around PSHE days, assemblies, events, work-related learning, online and printed information, personal tutoring, group work and individual interviews.

As part of the overall careers and employability programme Buxton Community School is committed to offering a 'block' work experience programme to all students in Year 10. Students in Year 12 will be expected to organise their own work experience placement of at least one week's duration. This can be done in identified school time, or during their own time.

The School works with a range of partners to deliver the CEIAG programme. These include:

- Post 16 providers and higher education institutions.
- Employers and training providers.
- Parents and carers.
- Community organisations such as Rotary.
- Alumni.
- Derbyshire County Council.
- D2N2 – Derbyshire and Nottinghamshire Local Enterprise Partnership.

Resources

Funding is allocated in the annual budget planning round and the level of funding is related to whole school priorities and particular needs in the Careers and Employability area. Mrs Trick is responsible for the effective deployment of resources.

Monitoring, review and evaluation

Mrs Ashworth and Mrs Trick will review and evaluate the provision with all stakeholders including students, taking into account destination measures. This policy will be reviewed annually and key priorities for action identified and included in the school improvement plan.

Effective from:

Approved by:

Review date:

Review leader: