



Thinking Schools Academy Trust

“Transforming Life Chances”



The Victory Academy

Careers Policy

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Position: Assistant Headteacher
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Careers Education, Information, Advice & Guidance Policy

Careers Strategy and Rationale

A planned programme of careers and inspiration activities is a vital component in preparing young people for the world beyond The Victory Academy. We aim to raise aspirations, challenge stereotypes, maximise their academic and personal achievements and encourage students to consider a wide range of careers. Through careers education and guidance, students will be encouraged to make the most of their talents and to go on to jobs or courses, which suit their aspirations, needs and intelligence.

The Victory Academy is committed to providing its students with a planned programme of careers education for all students in Years 7-13, information, advice and guidance that is impartial and confidential and prepares students for the challenges of adult and working life. The Victory Academy has a designated Careers Team for managing CEIAG including Careers Lead and Assistant Head Teacher responsibility for student futures. The Victory Academy maintains excellent outcomes and regularly reviews CEIAG provision in light of annual destination data.

Aims

CEIAG is crucial in order to meet the skills, knowledge and understanding needed by each student. The staff and Governors at The Victory Academy recognise that career planning is not limited to one stage in life. For this reason, careers education and guidance aims to develop career management skills, which students can draw on at each stage in their career planning.

The Victory Academy follows the principles of the Gatsby Benchmarks. The objectives for the careers programme are as follows:

1. Embedding a stable careers programme
2. Access to quality information about future study options and labour market opportunities
3. Addressing the needs of each student embedding equality and diversity
4. Linking curriculum learning to careers
5. Opportunities to learn from employers about work and the skills that are valued in the workplace
6. Experiences of workplaces
7. Ensuring students are fully aware of the learning opportunities both academic and vocational, in schools, colleges, universities and in the workplace
8. Providing every student the opportunity for personal guidance

Objectives

The CEIAG programme at The Victory Academy is integrated within the Victory Citizen curriculum. The Victory Academy is committed to raising the aspirations of all learners. In line with The Victory Academy Mission Statement, careers education and guidance aims to transform student's life chances by developing their skills, talents and enabling them to become responsible citizens who achieve personal success and fulfilment in life, by widening their scope of knowledge about onward pathways, leading to greater choice of progression

Our CEIAG programme will:

- have access to their careers' advice records to support their career development.
- have the opportunity to learn the different STEM subjects to help them gain entry to, and be more effective workers within, a wide range of careers (by the age of 14).
- at least one experience of a workplace, additional to any part time jobs they may have (by the age of 16).
- have one further workplace experience additional to any part time job they may have (by the age of 18)
- have a meaningful encounter with providers of the full range of learning opportunities, including Sixth Forms, colleges, universities and apprenticeship providers – including opportunities to meet both staff and students (by the age of 16)
- at least two visits to universities to meet staff and pupils (by the age of 18)

- receive guidance interviews with a careers adviser by the age of 16, and the opportunity for a further interview by the age of 18
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.
- understand how to make applications for the full range of academic and technical courses available.

Delivery and Content

Careers Information and Advice is provided through dedicated lessons to provide informative guidance to assist in the development and future career directions of students. Prospective employers provide advice and guidance through group workshops, enterprise events, individual interviews, college and university visits, and presentations as well as bringing adults into the Academy to deliver content and subsequent mentoring of targeted students. Leaflets, display boards and other forms of printed material are provided and additional advice through subject teachers.

An Independent Careers Advisor attends the school at key times throughout the academic year to provide individual advice and guidance to students. All careers advice and guidance given is person-centred, impartial, unbiased and confidential (within legal confines) and meets professional standards of practice. During arranged events including 'Parents Evenings', 'Open Evenings' and 'Options Evenings', careers information and advice is made available to students, parents and carers.

The Learning Resource Centre and 6th Form Library are stocked with key publications suitable for a range of ages and abilities, with advice on hand from attending staff. The Learning Resource Centre and 6th Form Library is located within the Academy and Sixth Form Centre and is easily accessible to students and staff. Materials are audited annually to ensure information is up-to-date, accurate, and relevant to meet with the students' requirements.

Students in Years 7-13 are entitled to:

- Find out about technical education qualifications and apprenticeships opportunities available to them, as part of a careers programme, which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.
- Understand how to make applications for the full range of academic and technical courses available. For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for students during the 'second key phase' (year 10 to 11). For students in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for students to attend.

Work-Related Learning

The Victory Academy recognises the unique role that work-related learning can have in helping young people develop employability skills and the value that employers place on this when they are assessing young people for employment. Many young people appreciate the importance of improving their work-related skills in order to pursue their career aspirations. Such skills are already developed through the 'Victory Virtues' that are embedded throughout the Academy, enabling students to recognise links between their academic career and the work of work. These include:

- **'Bounceability'** when faced with new or unusual opportunities outside of the classroom or school environment
- **Managing impulsivity** and being pro-active in responding to challenges
- **Persistence** when dealing with real world challenges;
- **Striving for accuracy** and challenging themselves to try new things
- **Communicating with clarity and precision** in unusual environments with a variety of individuals and groups
- **Thinking interdependently** and working with new people

- **Applying past knowledge** and making links between academic and vocational learning
- **Listening with understanding and empathy** by validating other people's perspectives in the world of work to develop a collaborative and co-operative working environment

Provider Access Statement

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes of giving them information about the provider's education or training offer.

This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Access Opportunities

Our provision includes various opportunities for students to access a range of events. These are mainly integrated into the schools careers programme and curriculum. These events are therefore delivered internally, with contribution from external providers where appropriate.

External Providers & Provider Access Procedure

A range of external providers are invited into school to support the careers programme. These might include local colleges, universities, training providers, apprenticeship organisations, employers, school alumni, or staff from various projects. A provider wishing to request access should contact the school office office@thevictoryacademy.org.uk to identify the most suitable opportunity.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our students.

Resources and Facilities

Once visits have been agreed, the school will provide appropriate rooming to facilitate the visit, along with any equipment requested by the provider, where it is available.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Reception. The Learning Resource Centre and 6th Form Library is available to all students at lunch and break times.