

# East Midlands Academy Trust

## NIA Careers Policy 2021/2022

**'Every child deserves to be the best they can be'**

<b>Scope: NIA</b>	
<b>Version:</b> 11	<b>Filename:</b> NIA Careers Policy
<b>Approved: July 2021</b>	<b>Next Review: July 2022</b> This policy will be reviewed annually by the LAB
<b>Owner:</b> NIA	<b>Union Status:</b> Not applicable

<b>Policy type:</b>	
Statutory or Advisory	Replaces Academy's current policy

## NIA Careers Policy 2021/2022

### 1. Introduction

The Careers education and guidance programme makes a major contribution to preparing young people for the opportunities, responsibilities and experiences of life. Currently, a growing school with Primary R– Y4 and Year 7 – 13, a full cohort will be in place by 2022.

A planned progressive programme of careers and enterprise activities supports students in choosing 14 – 19 pathways that suit their interests and abilities to help them to follow an aspirational career path. Independent and impartial careers guidance is promoted and planned for students in Year 10 to Year 13 as required by the 2011 Education Act.

In implementing this duty, we will pay particular attention to the Gatsby Benchmark regarding personal

guidance and Ofsted’s inspection criteria for evaluating careers provision in schools (September 2015).

The eight [Gatsby benchmarks](#) are:

<p style="font-size: 48px; font-weight: bold;">1</p> <p>A STABLE CAREERS PROGRAMME</p>	<p style="font-size: 48px; font-weight: bold;">2</p> <p>LEARNING FROM CAREER AND LABOUR MARKET INFORMATION</p>	<p style="font-size: 48px; font-weight: bold;">3</p> <p>ADDRESSING THE NEEDS OF EACH PUPIL</p>	<p style="font-size: 48px; font-weight: bold;">4</p> <p>LINKING CURRICULUM LEARNING TO CAREERS</p>
<p style="font-size: 48px; font-weight: bold;">5</p> <p>ENCOUNTERS WITH EMPLOYERS AND EMPLOYEES</p>	<p style="font-size: 48px; font-weight: bold;">6</p> <p>EXPERIENCES OF WORKPLACES</p>	<p style="font-size: 48px; font-weight: bold;">7</p> <p>ENCOUNTERS WITH FURTHER AND HIGHER EDUCATION</p>	<p style="font-size: 48px; font-weight: bold;">8</p> <p>PERSONAL GUIDANCE</p>

The NIA’s planned CEIAG provision reflects the CDI Framework for Careers, Employability and Enterprise Education, as well as the National Curriculum programme of study for PSHE and Citizenship.

**The Baker Clause:** The NIA believes in the freedom of shared and advertised careers information and welcomes in colleges, apprenticeship providers, university representatives and employers to share their knowledge and guide students through their progression choices. In addition to this, students either can access relevant progression information though the Unifrog Careers Platform, through home use or guided sessions in lessons.

## 2. Rationale and Aims

Our mission is 'A Local School, Global Vision' The NIA is committed to providing students with a programme of careers education, information, advice and guidance (CEIAG) for all students in years 7–13, alongside introducing students in Key Stage 1 and 2 to skills and information about professions and places of work.

We encourage our students to move onto their 'Next Steps' having developed the key employability and enterprise skills which are highly valued by employers, colleges and universities. By working with key stakeholders our aim is for every child to fulfil their potential and be inspired to achieve a successful future, develop high aspirations and be ambitious. It is with this objective that our CEIAG policy has been developed.

NIA Careers Education and Guidance policy has the following aims:-

- to contribute to strategies for raising achievement, especially by increasing motivation
- to meet the needs of all our students through appropriate differentiation
- to focus students on their future aspirations
- to support inclusion, challenge stereotyping and promote equality of opportunity
- to encourage participation in continued learning including higher education, further education, apprenticeships, self-employment or volunteering
- to develop enterprise and employment skills
- to involve parents and carers

## 3. Roles / Responsibilities and Accountability

The schools CEIAG programme is managed, evaluated and delivered by a CEIAG Lead, and supported by a qualified Careers Advisor, in consultation with relevant staff, including:

- The Headteacher
- Governor with CEIAGS responsibility
- PSHCE Co-ordinator
- SENDCO
- Librarian
- Pastoral Team

#### 4. Student Entitlement

The Careers Education and guidance programme (CEG) is an important component of the 14-19 Curriculum and we fully support the statutory requirement for a programme of careers education in Years 7 –13.

The CEIAG programme will help students to:

- Understand themselves, their interests, likes and dislikes, what they are good at and how this affects the choices they make
- Understand where we fit into the National and International Labour market
- Research different courses, what qualifications they might need and what opportunities there might be
- Develop the skills needed for working life
- Make realistic, but ambitious, choices about courses and jobs
- Develop a plan of action for the future
- Understand the different routes after Year 9 Options, Year 11 and 13 progression including training, further and higher education and jobs with training, self-employment or volunteering
- Be able to make effective applications for jobs, training and further and higher education
- Develop interview skills
- Improve confidence

Students will receive:

- Careers lessons
- Collapsed tutor activities
- Guided tutor time
- Dedicated Careers and Enterprise days
- Access to the online careers library
- Work experience in Year 10 and Year 12
- Subject lessons linked to careers
- 1:1 careers interview in Year 11 with a qualified careers advisor in addition to focus interviews by appointment

Students can expect to be:

- Treated equally with others
- Given careers information and advice that is up to date and impartial
- Treated with respect by visitors to the school who are part of the careers programme
- Additional support if they have additional needs

## 5. Implementation of Careers and Enterprise Education

Careers Education is delivered through Tutor time, Subject lessons, assemblies and collapsed timetable sessions in Primary and Years 7 – 13. The programme is delivered by the Careers Lead and/or Careers Advisor, supported by the Tutors, Pastoral Team and Librarian at key points throughout the academic year. Additionally, we work with external agencies and industry volunteers to deliver quality workshops and guidance support. Years 7-9 will benefit from one Business and Enterprise Day for each Year group every academic year.

## 6. Equality and Diversity

Careers' education is provided to all students and provision is made to allow all students to access the curriculum. Students are encouraged to follow career paths that suit their interests, skills and strengths with the absence of stereotypes. All students are provided with the same opportunities and diversity is celebrated.

## 7. Parents and Carers

Parent's involvement is welcomed and encouraged. Parents are kept up to date with careers related information through letters, newsletters and at open evenings. Parents are welcome at careers interviews and where necessary are invited.

**All students, parents and carers can address any careers advice queries to our Careers Lead:**

- Michelle Llabani at [michelle.llabani@nia.emat.uk](mailto:michelle.llabani@nia.emat.uk).

## 8. Policy monitoring and review and evaluation

Careers Guidance is monitored and evaluated annually through discussion with key staff and pupils and appropriate observation of activities.

The Local Advisory Board is responsible for the effective implementation, monitoring and reviewing of this policy.