1. Title

Policy for Careers Education and Guidance (CEIAG)

2. Introduction

Introduction

- Rationale for CEIAG
  A young person’s career is their pathway through learning and work. All young people need a planned programme of activities to help them make 14-19 choices that are right for them and to be able to manage their careers throughout their lives. Schools have a statutory duty to provide careers education in Years 7-13 and to give students access to careers information and impartial advice and guidance.

- Commitment
  NBA is committed to providing a planned programme of careers education for all students in Years 7-13 and impartial information, advice and guidance (IAG) NBA endeavours to follow the statutory guidance for governing bodies, school leaders and school staff as outlined in the Careers Statutory Guidance (Jan ’18)

- Development
  This policy has been developed and is reviewed annually through discussions with the Head teacher, senior leadership team, careers lead, teaching staff and careers adviser(s)

- Links with other policies
  It supports and is underpinned by key school policies including those for teaching and learning, assessment, recording and reporting achievement, citizenship, PSHE, work related learning and enterprise, equal opportunities and diversity, health and safety, gifted and talented, and special needs. It forms a significant part of the schools development of the Every Child matters agenda: makes a positive contribution and prepares for economic wellbeing.

3. Aims

The careers programme is designed to meet the needs of the NBA students. It is differentiated and personalised to ensure progression through activities that are appropriate to the student’s stages of career learning, planning and development.

Aims:

- Increased awareness of students to consider all opportunities that exist in the world of work
- Develop high aspiration of ALL Students
- Enhanced Self-Awareness. Being aware of personal skills and qualities and how these are relevant to future career choices
- Ease of transition for Pupils Post 16 and 18
North Birmingham Academy

- Development of interpersonal and social skills needed for finding employment and for working with others.
- Pupils being better informed to enable them to make use of careers support agencies.
- Pupils being able to relate to the world of work by bridging the divide between school and work to realistically assess the nature of their eventual participation in it.

- **Entitlement**
  Students at NBA are entitled to careers education and guidance that meets professional standards of practice that is person-centred, impartial and confidential. It will be integrated into students’ experience of the whole curriculum and be based on a partnership with students, their parents or carers. The programme will promote equality of opportunity, inclusion and anti-racism and will also follow the 8 Gatsby Benchmarks as outlined in the Careers Statutory Guidance of January 2018.

4. **Implementation**

- **Management**
  Dee Long manages the careers programme as the Careers & Futures Lead

- **Staffing**
  Phil Lloyd is responsible for line management of Careers & Futures Lead

- **Curriculum**
  All staff contributes to careers education and guidance through their roles as tutors and subject teachers. Specialist sessions are delivered by the personal development team. The careers programme is planned, monitored and evaluated by Key Stage staff, students and Careers led/Adviser.

  The careers programme includes careers education sessions as part of a pastoral/tutorial programme in years 7-13, career guidance activities (group work and individual interviews), information and research activities, work-related learning (including one weeks' work experience for year 10 if tailored to students post-16 pathway and mandatory week for year 12), All students who have a one to one interview or have a EHCP plan much also have an action plan to reflect learning and decision making.

  Students are actively involved in the planning, delivery and evaluation of activities.

- **Partnerships**
  A partnership is ongoing within the collaborative of local schools. There are also a variety of partnerships with Higher Education Institutions for Post-16 as well as links with the Central Collegiate, TITAN Group, CEIAG Local Council Network and local community.

  Until 2021 NBA collaborate with Newman University on behalf of Aim Higher. This additional source of revenue from the Aim
Higher Fund is ring-fenced solely for the use of supporting those students who are classed as vulnerable and/or disadvantaged in the hope it will motivate them into Higher Education.

Until 2021 NBA has formed a partnership with Amazing Apprenticeships (Work Pays; ASK) in terms of supporting students into looking at apprenticeships. NBA are an Apprenticeships Champion in terms of breaking social boundaries in this area.

We also actively involve partnership with parents and information is shared through the school website, newsletters and invitations to parent’s events.

- **Resources**
  
  Funding is allocated in the annual budget planning round in the context of whole school priorities and particular needs in the CEIAG area. Dee Long is responsible for the effective deployment of resources.

- **Staff development**
  
  Staff training needs are identified as part of the school Development plan. The school will endeavour to meet training needs within a reasonable period of time. The curriculum and Development team are available for support with CEIAG programme and staff support.

  This takes place through:
  
  - Lesson observations and learning walks
  - Student voice
  - Evaluation of work experience by students and employers
  - Partnership agreements are reviewed annually

**Appendix 1**

**Entitlement statement**

**Approvals:**

Signature 1, Head teacher:

Signature 2, Careers Lead:
Updated Summer 2019