



CEIAG Strategy 2024-25

Vision, Mission and Values

Prior Pursglove College is part of Tees Valley Collaborative Trust and our vision is includes providing a careers programme that meets the needs of each student. Our mission is to empower and lead students to achieve excellence through a robust careers education programme, providing a wide range of developmental enrichment opportunities within a supportive learning environment whilst giving them the opportunity to engage in a range of work experience programmes; equipping students with the skills necessary for post-18 and beyond. We value inclusivity and equality and set high expectations in collaboration with schools, employers and communities. Prior Pursglove college values respect for self and others, safety, welfare and support for all, alongside valuing successful outcomes and personal development.

Rationale

Our aim is for all students to achieve their very best: this includes making the right choices for progression. There has never been a time when careers guidance has been as important for young people, with such a huge range of choices open to them. We provide impartial information and guidance about the range of options to help them to achieve ambitions and teach them to manage their careers.

Commitment

The College is committed to providing a planned CEIAG programme for all students (based on the eight Gatsby Benchmarks). We have a duty to ensure that all students are provided with independent careers guidance through to year 13. **(Section 42A of the Education Act 1997)**. In addition, the college needs to ensure that there is an opportunity for a range of education and training providers to access all pupils in year 12 and 13, informing them about apprenticeships. **(Provider Access Legislation Jan 2023.)**

Development and Review

This policy was developed and will be reviewed in discussion with SLT, Heads of Department, College Careers staff, students, governors, and other external partnerships.

Links with other policies

The policy for CEIAG is underpinned by a range of college wide policies especially those for teaching and learning, assessment, equal opportunities, special needs /LDD and safeguarding. We also have a Statement of Provider Access for CEIAG, and this is published on our website.

Objectives

Student Needs

The careers programme is designed to meet the needs of the students at the college. It is differentiated and personalised and designed to strengthen student motivation, aspirations and attainment. It is tailored as required to meet the needs of any individual pupil with any disability.

Entitlement

Students are entitled to good quality CEIAG. We adhere to the Career Development Institute's Code of Ethics which include impartiality, confidentiality, transparency and competence. It will be integrated into the student experience of the whole curriculum and will raise aspirations, challenge stereotyping and promote equality and diversity.

Year 12

Students are encouraged to:

- Consider all post 18 options including University, Gap year opportunities and Higher/Degree apprenticeships
- Consider how LMI is relevant to their post 18 options.
- Have a 1:1 guidance interview with the college careers adviser (delivered via a self- referral system)
- Understand different career pathways, entry requirements and make contingency plans
- Access a series of careers speaker sessions through Pathway groups, both in person and virtual
- Use careers resources and software available via Microsoft Teams
- Independently attend careers talks, UCAS exhibitions, university open days and taster days
- Acquire work placements – told of opportunities via Teams and through Pathway strands.

Year 13

Students are:

- Kept up to date with UCAS deadlines, and appropriate internal and external careers events
- Supported to make UCAS applications, use UCAS Extra (where appropriate) and advised on Extra and Clearing
- Notified of Higher and Degree Apprenticeships in a timely manner, advertised via MS Teams

Implementation

Leadership

The named Careers Lead for the Guisborough site is Kat Finlay..

The Careers programme within College is led by **Kat Finlay**, head of Student Services. Kat is responsible for strategic leadership of CEIAG across the College. She is also the Careers Lead for the Guisborough site. Pre 16 guidance for prospective students is the responsibility of **Sam Matthews**, Schools liaison coordinator. She has responsibility for all liaison activities for Year 10 and 11 pupils in Partner schools. For students on level 1/2 programmes, and students under the care of an ECHP plan, **Anne Donovan** (Faculty Manager for Endeavour) is the lead for ensuring the correct careers support for these students. Her deputy, **Amanda Smith** tends to organise the EHCP reviews.

Delivery Staffing

All careers advisers have responsibility for careers interviewing, organising careers speakers into lessons, careers fairs and the organising of work experience placements. At the moment, placements offered to students is largely a virtual offer; all of which are certificated, such as Spring Pod, Forage, Future Learn and Medic Mentor. The Careers Team is also building a small bank of “in

person” placement too – there are criteria around college attendance and engagement with the team before this can be offered but we are looking to develop this going forward.

Diane Bate – Careers Coordinator (Y13 UCAS queries)

Level 7 qualified adviser

Approximately 80% of Diane’s working hours include 1:1 guidance for currently enrolled students at college. She works 3 full days a week. Her specialism is within UCAS and HE Guidance as well as degree apprenticeship applications. She also reports to SLT on Russell Group progression as well as discusses gap year opportunities and other education provision. She is also responsible for Year 13 leaver destinations.

The Careers Team is currently being expanded; we expect another full time staff member to be appointed by October half term.

Curriculum

The careers programme is identified in the Statement of Service leaflet which outlines what students are entitled to, and also outlined during Freshers Fair in September.

Assessment and Accreditation

The Career learning outcomes are based on the eight Gatsby Benchmarks.

Partnerships

- **Tees Valley Combined Authority Careers Team** – we work closely with this external organisation who guide us towards the meeting of the 8 Gatsby benchmarks and provide a link to their database of employers when we need industry speakers into college. Through this, we complete a termly Careers Audit and termly case study of best practice, plus annual review of careers provision.
- **Partner Schools** - The College Schools Liaison team work in close partnership with 13 Partner schools, providing Year 11 students with information about sixth form study and help with applications. They organise all the Open events and Preview Day too.
- **Access Universities** – we have agreements with a number of universities (including but not limited to Durham, Northumbria, Newcastle, Leeds and York) to provide opportunities for reduced offers through programmes which certain eligible students

can apply for and participate in. These are well advertised but do apply to limited numbers (typically around 10-30 places per scheme)

- **Ask Scheme** - We also access the TVLPN (Tees Valley Learner Provider Network) for help with promoting apprenticeships. The College has also recently joined the Careers and Enterprise Company and have access to a bank of businesses who are involved in the Careers programme.

Resources

Funding is allocated in the annual budget. Kat Finlay holds the budget for careers within the College.

Monitoring, Review and Evaluation

The programme is reviewed annually, and monthly reports are submitted to the senior leadership team. Evaluation of different aspects of CEIAG are undertaken regularly. Diane and Kat work with a small group of parents through a 'focus group' to better evolve the careers provision in college, considering their feedback.

Signed:

Helena Walker

Olivia Wytcherley

Daniel Chidi
Lola Steinhauser-Somer

Board of Governors

Head of Centre

SU presidents

Date approved: Sept 2024

Date by which review is needed: June 2025