

In terms of CEIAG provision our aims are to help all students:

- realise their full potential in terms of academic, personal and career development;
- understand the full range of employment and further study options open to them and where these lead;
- have the opportunity for a range of experiences, provided both through Castle View Academy and with the aid of employers and other external organisations, that will aid their personal development, skills development and understanding of the world of work which they will be entering;
- be motivated to develop the academic and career-related skills and the high aspirations needed for success;
- present confidently what they have to offer in applications and at interview.

The policy for CEIAG underpins all Castle View Academy policies relating to equal opportunities, special educational needs and the work-related curriculum. All CEIAG activities are subject to the normal safeguarding rules that apply across Castle View Academy. Castle View Academy is committed to providing a high quality careers and work related education programme for all students in all years, taking account of the specific needs of individual students and arranging specialist support where needed. In doing so, staff work consciously to prevent all forms of stereotyping in the advice and guidance provided, ensuring that students are exposed to a diverse selection of career options and including those which require STEM subjects, emphasising the opportunities for both girls and boys who choose science subjects. The Education Act 2011 requires schools to secure access to independent careers guidance for pupils in years 9-11:

- Careers guidance must be presented in an impartial manner and promote the best interests of the pupils to whom it is given;
- Careers guidance must also include information on all options available in respect of 16-18 education or training, including apprenticeships and other work-based education and training options;
- At Castle View Academy we provide Careers Education, Information, Advice and Guidance (CEIAG) which is consistent with statutory guidance and relevant national frameworks and deliver a comprehensive careers and work-related education programme to students in all years:
 - a structured programme of careers guidance and interviews for all students in school;
 - access for all students to a wide range of careers information, through resources within Castle View Academy, and contact with employers and further and higher education institutions;
 - access to impartial careers guidance provided by an external qualified careers professional;
 - a wide-reaching programme of employability skills offered to all students, working with Business in the Community, employers and other external organisations.
- Our Careers Programme at Castle View Academy emphasises the need for students to take an active role in their career learning and focuses on three main aims:
 - Self-development through careers and work-related education
 - Finding out about careers and the world of work, educational pathways and apprenticeships
 - Developing skills for career wellbeing, employability and future learning, including independent research skills so that they can make good use of information and guidance and make sound choices.

All students have easy access to CEIAG throughout their time at Castle View Academy, and through academic, personal development and career-related activities they are encouraged to develop self-knowledge and understanding that will raise aspirations and form the basis for future study and careers. In today's working world, good qualifications alone are not enough. For every job, there will be many applicants with the same or better qualifications. In order to be successful, our students need to offer something extra. We therefore aim to help students develop employability skills, including:

- Working independently
- Team working and leadership
- Problem solving

- Verbal and written Communications
- High standards of numeracy
- Knowledge and application of information technology
- Business awareness and entrepreneurial skills

Many of these skills will be developed through learning at Castle View Academy, both in curriculum subjects and through a range of experiences offered by activities at Castle View Academy and, more specifically, through the careers and work-related learning programme. It is also vital that students are able to present confidently those skills and attributes they have to offer, and this is an important part of Castle View Academy's programme. At Castle View Academy, CEIAG is set within a clear strategic framework which aims to make transparent to all how, together with academic learning, CEIAG and other experiential and personal development activities work to the benefit of each student, developing skills, understanding, attitudes and aspirations that will help them succeed in post-16 and post-18 study and employment. The needs of each student are the focus of tutors and staff and help for each individual is complemented by the CEIAG programme.

In outline this covers:

- Key Stage 3: students have the opportunity to attend university campuses in both Year 7 and Year 8. In Year 9, in addition to the opportunity of a university campus visit, our students are introduced to the skills required in the workplace through a 'Finding your Future event'. Here, students broaden their understanding of the range of roles and jobs available by exploring the career pathway of the Business Ambassadors. This will ensure Year 9 students are starting to consider what skills are necessary for various careers and whether it may be something they wish to pursue. During Year 9, students will receive information, advice and guidance from all options subject teachers and all students are given the opportunity to speak to a member of staff about their choices. They will also have a career guidance meeting to discuss any career or further education queries in more depth.
- Key Stage 4: each Year 10 and 11 student will be provided with one to one careers guidance where they are supported in their college applications and interviews. Some students are identified for further intervention where necessary. The CEIAG curriculum is supported by a range of activities that seek to inspire our young people. Students will be presented with information about careers, apprenticeships and further education choices from a range of agencies in different assemblies and curriculum time. Each student will have visited at least 2 or 3 open college days by the time that they are in Year 11.

Work related learning and enterprise activities, involving outside speakers and collaboration with our partners from the business and wider community, are an important aspect of the CEIAG curriculum for all year groups. In addition, a lot of information is available on the internet and a list of useful links for careers, study and training is to be found on Castle View Academy's website. In planning the CEIAG programme, the importance of preparing students for important transition points at ages 14, 16 and 18 is recognised. We ensure that all students have the opportunity to hear from providers of educational opportunities at each stage so that they are aware of the full range of study (including technical, business and other education courses) and apprenticeships as routes to employment.

We work with a wide range of employers in order to help students develop an understanding of work and the skills and attitudes needed for career success. Our business partners are invited into school as often as possible.

We offer a mentoring scheme for students, matching them with an appropriate person from an employer who can help them develop their career plans through ten monthly meetings.

Our close collaboration with universities and colleges ensures a range of exciting and challenging opportunities are offered, including campus visits. We are constantly working to extend the range of employers and educational institutions involved in supporting CEIAG at Castle View Academy. Castle View Academy's links with volunteer organisations, such as the National Citizen Service, also provide opportunities for valuable experience and personal development as do a range of entrepreneurial activities at Castle View Academy.

Responsibility for *CEIAG The Statutory Guidance on CEIAG* states that "The Governing Body should provide clear advice to the Headteacher on which he/she can base a strategy for advice and guidance which is appropriately resourced and meets the school's legal requirements. This advice should be informed by the requirements and the key principles for good careers guidance set out in the statutory guidance." Castle View Academy's Governing Body has approved the aims, principles and approaches outlined in this document and regularly discusses CEIAG activities and priorities, with a formal annual report on CEIAG. It has appointed a "Champion" for CEIAG, currently Hayley Reay, and she meets regularly with the CEIAG Leader and the Principal and other staff as appropriate.

The development and organisation of Castle View Academy's CEIAG programme is the responsibility of the CEIAG Leader, currently Rachel Fox. The CEIAG Leader:

- has a specific responsibility for work with the post-16 sector;
- supports academic departments in identifying and supporting initiatives and opportunities in CEIAG related activities;
- maintains information on the "destinations" of Castle View Academy students (i.e., further study, training, employment, etc.) in post-16 and post-18;
- works to establish and develop links with local industry and businesses and works with organisations such as Form the Future, a social enterprise which facilitates links between employers and schools.

We use the Gatsby Benchmarks to ensure that the delivery of CEIAG is to a high standard and meets the requirements for the achievement of the national quality standard. A review of the programme against the Gatsby Benchmarks ensures best practice through the 'COMPASS' tool which is completed termly.

The Government has raised the participation age (RPA) so that all young people in England are now required to continue in education or training beyond the age of 16. They are NOT required to stay in school and can choose how to participate which might be through:

- Full time study in a school, college or training provider;
- An apprenticeship or traineeship;
- Full time work or volunteering (20 hours or more) combined with part time accredited study.

Our Partnerships

- Up 4 Uni: <http://upforuni.org.uk/>
- ASK (apprenticeship support & knowledge for schools and colleges): <https://amazingapprenticeships.com/about-ask/>
- The Girls Network: <https://www.thegirlsnetwork.org.uk/>
- Southern Universities Network: <https://www.sunoutreach.org/>
- Business in the community: <https://www.bitc.org.uk/>
- Speakers Trust: <https://www.speakerstrust.org/>



- 1851 trust: <https://www.1851trust.org.uk/>
- Solomon Theatre Company: <http://www.solomontheatre.co.uk/>
- The Brilliant Club: <https://thebrilliantclub.org/>