



Careers education information and guidance (CEIAG) PROGRAM

At the heart of the work we do at North Star 180 is the firm belief that strong personalised support is essential to ensure that our students achieve their true potential and are prepared for the transitions into the next stage of their lives.

The intent of our CEIAG provision at North Star 180 is to provide a stable careers program where all students are provided with the opportunity to prepare for the evolutionary world of work. The intent is that our students:

- Grow throughout life.
- Manage their careers/ work life.
- Balance life and work
- Explore possibilities.
- Create opportunities.
- See the big picture of the world.

We endeavour to raise our student's aspirations, improve social mobility, develop employability skills and enhance knowledge of labour market information, whilst providing them with access and advice to all career and adult pathways.

Students will experience a range of meaningful activities tailored to their individual needs and circumstances, which will include encounters with workplaces, employers, insight into further, and higher education establishments and opportunities for personal guidance.

North Star 180 has a statutory duty to adhere to the Careers Strategy and the Statutory Guidance published in January 2018 and has achieved the eight Gatsby Benchmarks.

All staff at North Star 180 play an active role in supporting and guiding the students through the process of planning and preparing for their futures. We have a program of Careers Education, Guidance and Information (CEIAG) that is delivered through the curriculum in PSHE lessons where we use Jigsaw and the Cre8tive Careers programs.



Students also have opportunities to attend special events, enrichment programmes, educational visits, guest speakers, and encounters with employer's/training providers.

Through the CEIAG program, all students can expect:

- Contexts that help raise motivation and attainment.
- Help them to follow courses that are appropriate to their needs.
- Actively promote equality and challenging gender stereotypes
- Develop a deeper understanding of themselves, their abilities and interests.
- Gain a greater knowledge of the range of opportunities open to them.
- Take part in work related activities in and out of school.
- Understand the labour market and the requirements and expectations of employers.
- Learn to make decisions wisely about their future.
- Be fully prepared to manage change and be fully supported through key transition periods.
- Learn how to improve their own employability: how to find work? how to get work? and how to progress their careers?
- Learn how to perform important work-related tasks.

The CEIAG will also provide a range of opportunities that enhance the curriculum:

- Promoting awareness of the world of work
- Promoting a range of opportunities and provisions which assist in raising aspirations and achievement.
- Promoting awareness and understanding of work, industry, the economy, and community
- Relating skills, attitudes and knowledge learned in the academy to the wider world.
- Developing students personal and social skills to relate to the world of work.
- Providing informed and impartial guidance
- Enabling students to make considered decisions regarding future choices.
- Maintaining and developing effective links with key partners, including Career pilot Cre8tive resources, West of England Careers Hub, SEND cluster meetings, Banes SEND school partnership, and the Careers and enterprise company.
- To prepare students for transition to further education or employment with training.

Whilst it is important to have a structured careers program in place, our students also receive personalised support and guidance. The activities and support provided reflect the individual needs of the student, taking into consideration the interests and motivations of individuals and the requirements of their EHCP's.

We have a work experience program that is flexible to our student's needs and is arranged on an individual basis in line with each student's aspirations and abilities. We work closely with the student's and their families to help students locate suitable placements and



monitor student's progress. Members of school staff support students through work experiences and meaningful encounters with employers to allow our students a rich experience of the world of work.

We also have an independent careers advisor who meets with students individually to discuss aspirations, opportunities, pathways, entry requirements and help students apply for courses, jobs and apprenticeships.

Careers education information and guidance (CEIAG) Program

This program represents our 'core offer' and is what all students will receive in that year. It may be necessary to personalise or enhance the offer for some students based on their needs assessment and EHCP annual reviews.

Year 7

Personal guidance/ Enterprise and careers

Topic areas

- A day in the life of....
- Decisions and managing risk.
- Personal skills and qualities.
- Finding careers information.
- Career management.
- Character traits and skills.
- Action points.

This is delivered through the PSHE and Cre8tive Careers program.

Year 8

Options/ Labour market information

Topic areas

- Volunteering and social action.
- What actually is LMI?
- Explore possibilities.
- Making decisions.
- Options subjects.
- Qualifications and pathways.
- Qualities and skills revisited.

- This is delivered through the PSHE and Cre8tive Careers program. There is also an opportunity for 1:1 meeting with the independent careers advisor to look at interests, skills, options and potential pathways.

Year 9

Finance/ Employment

Topic areas

- Understanding the workplace.
- Jobs and opportunities.
- Standard occupation classifications.
- Business structures.
- Work and organisational structures.
- Diversity, equality and stereotyping.
- Enterprise and employability skills.

This is delivered through the PSHE and Cre8tive Careers program.

All students have 1: 1 meetings with the independent careers advisor to look at interests, skills, options and potential pathways.

Year 10

Personal guidance/ Planning

Topic areas

- Grow throughout life.
- Working hours 15-18.
- Personal brand building.
- Applying for jobs.
- National employment trends.
- Long term career planning.
- Netiquette etiquette online.

This is delivered through the PSHE and the Cre8tive Careers program.

All students have 1:1 meetings with the independent career's advisor, these meetings will focus on work experience and contribute to their Post 16 plan.

KS4 Students have work experience, which includes a visit or block of work within a workplace, gaining an insight into the world of work and support them through developing key skills for life and employability.

Year 11

Guidance/ Enterprise and careers

Topic areas

- Post 16 pathways.
- Planning for the future.
- Personal branding.
- Meeting employers.
- Producing and compiling a CV.
- Making applications post 16.
- Interview preparation.

This is delivered through the PSHE and the Cre8tive Careers program.

This is supported by 1:1 careers meetings with the career's advisor and a progression interview to post 16 + and further education.

All students are invited to visit local colleges and further education establishments to become familiar with the sites, courses and staff. Where necessary students are supported when attending open events.

In year 11 the students have an option for an additional work experience placement during the week. This may also include an individual work experience program within the community or within the school.

Monitoring of the Careers Programme Impact:

We monitor the transitions of our students and their long-term successes. With this information, we adapt our careers program to ensure we are up to date with market trends in employment and further education.

We consistently conduct an audit of the GATSBY benchmarks and are following an action plan developed with the West of England combined authority to ensure we maintain these benchmarks. We adapt the careers program to ensure we are following the action plan and that our students have the highest quality career provision available to them.

Parents/ carers, staff, and encounters with employers/training providers are evaluated through questionnaires to inform and assist with the monitoring of the careers program.



Responsibility of Teachers:

- All year 7-11 Tutors develop knowledge of their tutees, which informs the student's career plan (EHCP) and the independent advisors support plan allowing for personalised provision.
- Teachers ensure all careers activities are recorded on Compass + which allows us as a school to monitor/ evaluate the careers program.
- Year 7 – 11 teachers organise meaningful encounters for the students. This could be a workplace visit or somebody coming into school to provide information about different jobs and careers. Virtual online opportunities may be used in some cases.
- During the school year secondary subject leads must have embedded careers activities within their subject planning and lessons.

This could be a variety of learning activities including:

- Workplace visits linked to subjects.
- Professionals linked to the subject visiting to talk about their job.
- Exploration of careers related to their subject.
- Attendance at careers focused events.
- Lessons on job applications and finding suitable job advertisements.
- Discussions around the education needed for particular jobs related to the subject.
- Practice interviews and application CV writing.
- Q and A, sessions around jobs related to the subject.

Activities should be suitable to the student's interest's motivation and stage of education.