



# CIAEG at The Acorns School

## Careers Education and Guidance:

The Acorns School is a pupil referral unit and provides full time education for pupils aged between 11 and 16.

The Acorns School works with students who have or are experiencing difficulties in the mainstream setting due to medical, social, emotional or behavioural issues. We all consider that we are 'learning to achieve'

We believe that all of our pupils are entitled to the very best education, including careers education and guidance, through a developed personalised curriculum, delivered by highly dedicated, experienced and qualified staff.

The Acorns School is committed to providing its pupils with a varied programme of careers education and guidance activities to equip and enable them to make informed decisions and choices at key transition points both during school and Post 16. We aim to help pupils develop, identify and add to their employability skills throughout their school life. It also contributes to the school's key values as well as raising aspirations whilst enabling pupils to acquire social and changing and challenging work and career environment.

## Statutory obligations for Careers work in School:

In January 2018 The Gatsby Charitable Foundation established eight world-class benchmarks.

These have been incorporated in the majority of schools, and at Acorns we will adhere to them in order to develop and improve our careers provision.

The Gatsby Benchmarks and pertinent information can be viewed on the following document: [Careers strategy: making the most of everyone's skills and talents](#). (Ref: DFE-00310-2017 PDF, 567KB, 36 pages)

### The Gatsby Benchmarks

1. **A stable careers programme.**
2. **Learning from career and labour market information.**
3. **Addressing the needs of each student.**
4. **Linking curriculum learning to careers.**
5. **Encounters with employers and employees.**
6. **Experiences of workplaces.**
7. **Encounters with further and higher education.**
8. **Personal guidance.**

## Implementation of Careers Education and Guidance:

Careers education will be delivered throughout the academic year, during daily PHSE lessons and PFWL lessons.

It will also take place on days when there are Careers conferences, fairs, workshops, college visits, training provider visits and information sessions about apprenticeships and The National Challenge.

The Careers education program will be organised by the school Careers Advisor, Ms Carmel Gresham, and the PHSE/CEIAG lead, Miss Helen Cutts. The targeted program of activities will be delivered by the careers advisor, form tutors, teaching staff and representatives will come in to talk to students from both further and higher education.

The Guidance will be provided to all year eleven pupils by the Careers Advisor with some targeted guidance support for students in Years 10 and 11. The Careers Advisor, Ms Carmel Gresham, is fully qualified, independent and experienced Careers Advisor who holds a post graduate diploma in careers guidance qualification and is a member of the Career Development Institute, the professional body for practicing careers professionals and for quality assurance purposes.

#### **Entitlement to the Careers Guidance and Education:**

All pupils are entitled to, and will receive, impartial and independent Careers education and guidance support during their education at The Acorns School.

The key features of these include:

#### **Guidance**

- Access to impartial and individual advice and guidance from the school Careers Advisor open to years 10 and 11.
- All year 11 pupils receive a one to one careers interview and written summary of the meeting which focuses on their post 16 progression options.
- Targeted support for identified vulnerable pupils in year 11 at risk of becoming NEET (Not in education employment or training) to discuss their post 16 options.
- One to one guidance interviews with Year 11 pupils. Supporting them with constant advice throughout the year.

#### **Advice and Information**

- Pupils in Year 11 and Year 10 can have a mock interview with the Careers Adviser whether this is for an apprenticeship, sixth form or college place.
- The Careers Adviser undertakes tracking of all Year 11 pupils and follows up each case; checking they have offers and providing destination data back to the Local Authority.
- The Careers Adviser meets a duty to the Governors of providing an up to date list of destinations and intended destinations.

#### **Careers education**

There is an extensive programme of Careers Education covering:

- Employability skills and preparation for work.
- Enterprise activities for all year groups from 7-11.
- Start Careers online program for all years groups 7-11.
- Understanding links between subjects and careers; preparation for work experience; introducing Higher Education, progression options post-16 which includes Sixth form; apprenticeships; Further Education.
- CV preparation and completing application forms.
- Visits by Employers to the school.
- Visits to workshops, Careers related shows, Careers and Higher Education fairs and conferences for students to raise aspirations and their Careers knowledge and awareness.
- All Year 11 and year 10 to have a mock interview practice.

- Access for all to Careers information resources, prospectuses and useful websites.
- Citizenship, volunteering and community project awareness.

### Career Professional Development

The PSHE/CIAEG lead, Miss Cutts, attends regular network meetings across West Lancashire with fellow school lead professionals and Careers Advisers to discuss schoolwork and all issues relating to delivering Careers Guidance and Careers education. The Careers Adviser and the CIAEG lead will arrange to attend visits to employers, Further and Higher Education institutions, training providers and related Careers conferences and workshops to support LMI knowledge and keep up to date with Careers information.

### Evaluation and Review

The Careers Adviser meets fortnightly with the CIAEG lead to discuss and review the Careers work in School. New careers initiatives are implemented within the School Careers development plan. The Careers Adviser seeks evaluation from pupil's attendance at careers talks and events and individual guidance interviews. Feedback is used to make any changes or revise any aspects of the Careers delivery in school. The policy will be reviewed annually.

For further information you can contact both Mrs Gresham and Miss Cutts via the school using the following contact information:

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