

FINHAM PARK SCHOOL

A Mathematics & Computing College



School Careers Policy 2023-2025

ETHOS AND VALUE STATEMENT

At Finham Park, we strive to inspire through the delivery of a "World Class" education - success for all our learners. This school is a beacon of excellence for our community where everyone feels safe, valued, included and proud. We nurture every learner's natural curiosity - providing him or her with life enriching opportunities to develop socially, academically and morally.

We value honesty, teamwork and leadership; enjoyment, excitement and challenge will be key features of life here. Learners develop confidence, resilience, respect for others and a life-long love of learning, making them valued members of the Coventry community and contributors to both national and international stages

Careers Education and Guidance

Finham Park 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. (Strategic Framework - **WS2d (Support & Post 16 Provision)**- Ensure quality CEIAG has high impact on student destinations & retention in education (RPA) and the Careers Gatsby Benchmark Standards.

The programme aims to help pupils develop, identify and add to their employability skills throughout their school life. It also contributes to the school's key values in raising aspirations whilst enabling pupils to acquire social and vocational skills. Importantly it seeks to help pupils understand and be prepared for the ever changing and challenging work and career environment.

Statutory obligations for Careers work in School

This policy reflects current practices of January 2020, which follows the Careers Guidance and access for education and training providers in school document (statutory guidance) published by the DFE in October 2016.

These changes will support information and advice from an earlier age enabling better informed decisions at ages 13 and 14 and will assist with the raising participation age requiring young people to participate in

education or training until the end of the academic year in which they turn 18.

Implementation of Careers Education and Guidance

Careers education will be delivered during mentor registration periods, PSHE, ASDAN and Curriculum Education lessons, Enrichment days, assemblies, subjects identifying progression routes, through special assemblies and embedded in the National Curriculum.

It will also take place during Parents' Evenings, Vocational Taster Days, Higher Education Day, Careers Conferences, and presentations from employers and training providers, visits to employers, Further Education providers. Universities and workshops.

The Careers Leader for Finham Park School is Ms S Green. Mrs. J Hooke, School Careers Adviser (based in school for three days a week) and Mrs C Baker, PSHE Co-coordinator support the Careers Education programme. Employers, further and higher education representatives, training providers, mentors, teaching staff and Mrs. Hooke, will deliver the programme of activities.

The guidance will be delivered to pupils by the school Careers Adviser Mrs Hooke. Finham Park School welcome some targeted guidance support from a Careers Adviser from Prospects the Careers Guidance Company. Prospects Service deliver the Local Authority's contract with young people (Year 10 and 11) with an educational need and will be responsible for compiling their transitional reports.

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Entitlement to Careers Guidance and Education

All pupils are entitled to and will receive careers education, guidance, and support during their education at Finham Park School. The key features of which include

- Access to impartial and independent individual advice and guidance from the school Careers Adviser to Years 9 to 13.
- All Year 11 pupils will receive a one to one or small group careers interview and an action plan to record their post 16-progression options.
- Targeted support for identified vulnerable pupils in Year 11 at risk of become NEET (Not in Education Employment or training)
- Additional support for students who are registered as Pupil Premium and those with a special educational need and looked after children.
- One to one interviews with Year 9 pupils who are referred by school for help and support with their option choices.
- Group interviews with Year 12 students to discuss their progression plans referred by sixth form mentors particularly if they do not progress to Yr 13.
- Group interviews with Year 13 students on request to offer advice and guidance to students not going to university.
- Programme of careers education covering, employability skills and preparation for work, options at Year 8 and 9, introduction to First JED for Year 7 and 8 are delivered through mentor periods, enterprise activities, higher education, and progression options post 16, which includes sixth form, apprenticeships and further education colleges. Employment options at 18 include employment, apprenticeships and a gap year.
- Year 10 pupils are encouraged to organize their own work experience placement during their week allocated in February.
- Year 12 and 13 students are expected to plan and undertake work experience/shadowing to improve their employability skills.
- The Careers Adviser has organised an Options/UCAS Day to Year 12 students in the summer term, to raise their awareness of options other than university.
- Access to careers information resources, prospectuses and useful web sites in the careers department, careers google classrooms and notice boards.

- Use of a careers interest and information software package JED (Job Explorer Database) to help pupils explore their career interests, match their skills and interests to jobs and research A Level and BTEC courses.
- Access to the Careers Adviser for appointments at parents and options evenings
- Use of The National Careers Service website to access careers news, job, apprenticeship, course information or ask the Careers Adviser a careers related question/enquiry.

Evaluation and Review

The Careers Coordinator, PSHE Coordinator, Year 11 College Heads and the Careers Adviser and Head of Sixth Form meet regularly to discuss and review the careers work in school and progression Post 16 and 18.

The Careers Adviser will seek evaluation from pupils participating in organised careers events and individual guidance interviews and uses the feedback to make any changes or revise any aspects of the careers delivery in school. Feedback forms are presented to parents who meet with the Careers Adviser during parents' evenings, individual interviews and during reviews.

The policy will be reviewed annually and revised accordingly.

Suzie Green September 2023