

PADAGTE ACADEMY CAREERS



PADGATE ACADEMY

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CAREERS EDUCATION POLICY

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Introduction

Careers education and guidance programmes play a major part in helping young people choose pathways that suit their interests, abilities and individual needs. A robust careers programme helps avoid disengagement, puts school learning into a wider and more relevant context, and helps raise aspirations. The Padgate Academy programme helps our students to plan and manage their careers effectively, ensuring progression which is ambitious and aspirational. It promotes equality of opportunity, celebrates diversity and challenges stereotypes. The policy is designed to meet the Gatsby benchmarks and conforms to statutory requirements. Padgate Academy is committed to providing all students in Years 7-11 with a programme of careers activities and supporting activity. The programme has been developed in line with the eight Gatsby benchmarks for ensuring best practice and to meet the requirements of the Department for Education's statutory guidance 2018.

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. Experience of work places
7. Encounters with further and higher education
8. Personal guidance.

The current careers programme is delivered through a combination of methods, including PHSE, Personal development session, assemblies, presentations, visits by employers, the annual careers fair, options evening, college and university visits.

Aims

To help students develop the skills and confidence to make realistic and informed decisions about their futures and to manage the transitions from one stage of their education, training and work to the next.



Objectives

- To ensure that students develop the skills and attitudes necessary for success in adult and working life;
- To make students aware of the range of opportunities which are realistically available to them in continued education and training at 14+, 16+ and 18+;
- To equip students with the necessary decision-making skills to manage those same transitions;
- To develop in students an awareness of the wide variety of education, training and careers opportunities both locally and nationally;
- To encourage students to make good use of the paper-based, virtual and staff resources available to them, in order that they can make informed and appropriate choices throughout their school journey;
- To foster links between the school, local businesses and further/higher education establishments;
- To enable students to experience the world of work and develop transferable skills;
- To ensure that wherever possible, all young people leave the school to enter employment, further education or training;
- To maintain a culture of high aspirations;
- To promote equality of opportunity, celebrate diversity, challenge stereotypes and ensure all students who require any extra assistance and guidance to reach their potential, receive it.

Implementation: Management

Implementation is managed by the Careers Leader and supported by the SLT member with oversight of CEIAG. They plan, co-ordinate and evaluate the careers programme. Subject leaders, Pastoral Leaders and the PSHE leaders are consulted and directed to ensure appropriate coverage of careers themes in the PSHE programme, tutor time activities and in subjects across the Academy. All subject leaders and teachers are directed to actively promote careers opportunities facilitated by their subjects. This is co-ordinated through the work of the Careers Leader and prioritised through the School Improvement Plan.

Implementation: Staffing

All staff contribute to CEIAG through their roles as tutors and subject teachers. All staff contribute the annual CIAG careers fair. Pastoral Leaders liaise with the Careers Leader to address needs of all students, including support from teachers and external agencies, such as the independent Careers Advisor. Careers information is available from the Careers Leader and on the Academy website.



Implementation: The CEIAG Programme

The careers programme includes a planned series of careers guidance activities including information and research activities and opportunities to engage with local employers and HE providers, appropriate to their year group and career cluster interests. The Year 9 options process and transition to KS4 is given a specific focus and additionally all students take part in the annual careers fair providing engagement with employers, apprenticeship providers and local FE providers. All students are surveyed at two points in year 11 to determine their current post 16 plans and the level of support they require to apply for college or an apprenticeship. This allows resources to be directed most effectively. Students are able to receive at least one careers interview with the Careers Advisor during KS4, many students have two interviews, and additional appointments are made as appropriate. Many SEND and PP students will have interviews with the careers advisor from year 9 onwards and additional intervention strategies are introduced for those students who may find processes particularly challenging involving their Pastoral Leader. The Careers Advisor is central to providing guidance to students on routes beyond school and those students who are unsure of their destination after Year 11 are given further support in groups or as individuals to provide the best possible guidance. The Careers Advisor also provides an important contribution to the planning, design and delivery of all aspects of our career's education, including Aspirations Days, allowing for current labour market intelligence to inform these processes. The Careers Advisor runs a weekly lunchtime Drop-In Session where pupils from all year groups are able to access information and guidance. Year 11 students at risk of becoming NEET post-16 are identified and have additional meetings with the Careers Advisor, after which appropriate interventions are agreed and implemented. The support is arranged by the Careers Leader and implemented well before any student at this risk is due to leave the school. Warrington Borough Council systems are also used to keep them up to date with students at risk of NEET.

External Partnerships

An annual partnership agreement is negotiated between the school and Mploy Solutions careers service who provide the external, independent Careers Advisor who is qualified to CEIAG NVQ level 6. The Academy is an active member of the Warrington Careers Hub which meets on a termly basis to discuss best practice and identify areas of collaboration alongside the CEC Pledge hub.

Firm links have been established with local FE providers who come to the Academy to deliver assemblies for year 10 and 11, they also attend multiple PSHE days. They attend year 10 and 11 parents' evenings, our year 9 options evening and our welcome to key stage 4 evening. Additionally, students visit at least two local colleges for taster days at the end of year 10. Students in year 9 and 10 take part in visits to local Universities to allow them to see firsthand what University has to offer and to start to think if it is something which is right for them.



Local employers offering apprenticeships visit the Academy to talk to groups of students who may be interested in applying for apprenticeships in particular sectors. Apprenticeship opportunities are advertised on the career's noticeboard, the Academy website and via the Careers Advisor. The Academy is now part of the Aspire to STEM project which will bring additional opportunities for engagement with STEM providers.

Resources

Funding is allocated in the annual budget-planning round in the context of whole school priorities and particular needs in the CEIAG area. The Assistant Principal with oversight of CEIAG is responsible for the effective deployment of resources.

Monitoring, review, evaluation and development of CEG Our partnerships are reviewed regularly.

The following provision is reviewed by the AP with oversight of CEIAG:-

- Annual review of partnership activities with Mploy.
- Developmental activity is identified annually in the SIP.
- Feedback on the effectiveness of the CEIAG programme is sought through student voice and questionnaires. Resulting action points then feed into the following years' planning process to ensure they are addressed.

Employability Learning and Careers Education, Information and Guidance Statement of Entitlement:

As a pupil at Padgate Academy, you are entitled to receive a programme of work related and career related learning, careers information and impartial advice and guidance, designed to help you to recognise and develop your skills and abilities, know what opportunities are available in the world of work and to make plans to help you achieve your education and career goals.

At all Key Stages you can expect ...

- access to a planned programme relevant to your year group
- access to a qualified impartial and independent careers adviser for personalised advice and guidance
- help to recognise your likes, dislikes, influences, strengths and preferences in relation to career decisions
- information about the world of work and how the labour market is changing
- information about further and higher education, training and apprenticeships and employment routes.



- to take part in activities which challenge stereotyping and raise your aspirations, no limitations will be imposed on your aspirations based upon your, gender, sexuality, social, economic or ethnic background
- to develop skills and qualities to improve your employability
- to develop enterprise skills
- to be well prepared for different transitions
- to develop and strengthen your personal presentation skills for selection processes
- sign posting to relevant up-to-date and impartial sources of careers information and advice
- Also,

By the end of KS3 all students will:

- begin to develop an awareness of your individual skills, strengths and preferences in relation to post 16 pathways and future career goals.
- have the opportunity to hear from and speak to employers about different career opportunities
- be able to access careers resources via the Library and the Careers Website.
- understand which subjects support access to different career opportunities. Receive careers information and on-going support from staff such as your Tutor
- take part in the Year 9 Options event where you can access information about different curriculum areas and the implications of studying specific subjects in Key Stage 4
- have been given the opportunity to meet with a qualified, independent and impartial careers guidance advisor
- be set targets and review progress through year group mentoring sessions

By the end of Key Stage 4 you will:

- Experience careers education, focused on your development, labour market awareness, educational pathways and employability skills.
- be offered at least one individual appointment with a qualified, independent, impartial careers advisor
- devise an action plan towards your career goals
- have a variety of post 16 provisions come to school to provide information about provision and application processes.
- have listened to talks on different careers



- have been given the opportunity to speak to representatives from various sectors of the world of work
- have produced and reviewed a Curriculum Vitae
- have written a formal letter, e.g. covering letter
- have been given impartial advice and guidance on post-16 education, employment and training and apprenticeship options
- have developed presentation and interview skills
- be able to access careers information and resources via the Academy website
- be offered the opportunity to take part in taster days at local colleges
- have visited or spoken to representatives of further or higher education institutions, such as universities, colleges or apprenticeships
- have opportunities to evaluate individual achievements e.g. Year Group Mentoring sessions, rewards assemblies



Provider Access

Padgate Academy: Provider Access Policy Statement

(To include The Department of Education, July 2021: "Baker Clause" and the Provider Access Legislation, January 2023)

Ownership: Padgate Academy

Date updated: January 2025

Rationale

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

Commitment

Padgate Academy is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. Padgate Academy is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

Padgate Academy endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Aims

The Padgate Academy policy for Access to other education and training providers has the following aims:

To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.



To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.

To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

Student Entitlement

Padgate Academy fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school or at each Trust school.

Development

This policy has been developed and is reviewed Biannually by the Careers Leader and SLT Line Manager based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. Padgate Academy is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to the Careers Leader, who may be contacted by telephone or email, info@padgateacademy.co.uk , Tel 01925 822632

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that Padgate Academy is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with Padgate Academy or TCAT.



Details of premises or facilities to be provided to a person who is given access

Padgate Academy will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. Computer rooms can also be arranged. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the school team who will facilitate.

Live/Virtual encounters

Padgate Academy will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader coordinates all provider requests and is responsible to his/her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to The Careers Leader responsible, email: info@padgateacademy.co.uk

The Careers Leader will raise the complaint to the Principal of Padgate Academy.

Monitoring review and evaluation

The Policy is monitored and evaluated biannually via the Senior Leadership Team and Governors.

Policy Reviewed: January 2025

Appendix

Providers who have been invited into Padgate Academy to date include:

Priestley College

Cronton and Riverside College

UTC Warrington



Warrington Vale Royal College

Ask Apprenticeships

United Utilities

NHS Bridgewater Trust

Chester University

Approval and review

Approved 20th January 2025 by Governors at Curriculum and Standards Committee

Next review: January 2027

Signed:

Chair of Governors

Head teacher