



NEWHAVEN SCHOOL
ACHIEVEMENT & ENJOYMENT THROUGH LEARNING

Newhaven School

Careers Education, Information, Advice & Guidance Policy

Responsible post holder	Tania Peach
Approved by Governors on	July 2023
Date for review	July 2024

In December 2017 the government published its Careers Strategy¹ and provided updated Statutory Careers Guidance for Schools² in January 2018. This careers policy follows this guidance and will be reviewed annually and updated if necessary.

Key Staff

Lead Coordinator for CEIAG	Tania Peach – Head of Campus (Kings Park)
Career Lead & Career Advisor	Paige Crosby
CEIAG Lead – Management Committee	Nicola Wilkes

Newhaven's Rationale

At Newhaven we recognise the important contribution that CEIAG makes to the education of all of our students in order that they make a successful transition from school to further education and employment. In line with the Gatsby Benchmarks, Newhaven provides a range of opportunities for students to learn about the world of work, the skills required for work and the pathways available to them.

Effective CEIAG increases participation in learning which, in turn, raises attainment and supports further progression. Newhaven provides targeted and timely guidance for all of our students, with an enhanced level of support for those seen as being particularly vulnerable to leaving us without a place in further education or employment. The CEIAG programme at Newhaven builds in flexibility to accommodate all pupils, regardless of the point in their school career that they join us.

The Gatsby Benchmarks

Within the new Statutory Guidance for Schools it states that every school should use the Gatsby Charitable Foundation's Benchmarks³ to build a stable careers programme and support effective development. Although not compulsory, we have embedded the Gatsby Benchmarks within our programme and curriculum.

The Gatsby Benchmarks

1. A stable careers programme
2. Learning from Career and Labour market information (LMI)
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

¹

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/664319/Careers_strategy.pdf

²

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748474/181008_schools_statutory_guidance_final.pdf

³ <https://www.gatsby.org.uk/uploads/education/reports/pdf/gatsby-sir-john-holman-good-career-guidance-2014.pdf>

Purposes & Aims

The main purpose of CEIAG is to provide students with the opportunity to engage in a range of activities that will contribute to their knowledge and understanding of the world of work and the qualification pathways suitable for their individual needs. Newhaven is committed to not just fulfilling its statutory requirements in this area but providing exceptional support and guidance for students throughout their time with us. We will achieve this through:

- Embedding opportunities throughout the school that help raise motivation and attainment
- Guiding students to follow aspirational courses that are appropriate to their needs and interests
- Improving understanding of the world of work and how it relates to their current learning
- Offering a responsive and flexible programme that allows time for comprehensive, unbiased guidance for all pupils
- Actively promoting equality of opportunity
- Empowering students to plan and manage their own futures

Careers Guidance Provision – Implementation

- Continuous development of our curriculum across all subjects to ensure subject content clearly links to career opportunities and ensuring there are opportunities for real world application of learning.
- Career displays around the school and in department areas.
- Work experience.
- Further education visits, tours, assemblies.
- College link days.
- Career advice meetings with both our L6 Careers Advisor (Paige Crosby) and RBG's Career Advisor (Simon Connolly) creating tailored action plans for all students from Year 7-14.
- Providing informed and impartial advice to students and parents in regards to next destinations at assemblies, parents evening and careers fairs.
- Guest speakers and workshops – from both employers, employees and FE/HE educators, apprenticeship providers and providers of technical education.
- CEIAG dedicated page on our school website.
- Person Centred Planning to support informed and aspirational decision making for the future.
- Transition workshops for all leavers to ensure a successful transition from Newhaven.

Provider Access Legislation

The provider access legislation is an updated law that came into force in January 2023. It specifies schools must provide at least six encounters with providers of technical education or apprenticeships for all their students during school years 8- 13. Therefore we will implement the following into our careers provision:

- Two encounters for pupils in Year 8 & Year 9
- Two encounters for pupils in Year 10 & Year 11
- Two encounters for pupils in Year 12 & Year (at Newhaven Kings Park Campus only)

Working Together

At Newhaven we know that it is important for all of our students to make informed and aspirational choices that are not only appropriate but also sustainable. In order to support students in achieving this, our Career Lead works with a number of internal and external partners, some of which are:

- Parents/carers
- Local 6th Form Schools, FE Colleges, technical education providers, training providers and apprenticeship providers
- Greenwich SEND Department
- Royal Borough Greenwich Guidance Service
- London Enterprise Advisor Network
- LWEX
- Ask Apprenticeships
- Department for Work and Pensions
- SLT, SENCO, Pastoral Managers, Mentors/Tutors and subject teachers.

Employer Engagement

Newhaven is committed to ensuring that all students have access to meaningful experiences with local employers to additionally support careers guidance and informed decision making. We do this through:

- Speakers from the world of work in workshops and assemblies
- Careers fairs
- Access to open days within other education institutions
- Supporting career management skills such as CV writing and interview skills.

Information for employers on how to enquire about visiting or supporting any of these activities can be found in our Careers Access policy.

Duty to participate in education or training after the age of 16

In September 2013, the Government issued new legislation in the DFE Statutory guidance⁴ stating that all young people in England are now required to continue in education or training until the age of 18. Education or training constitutes of one of the following:

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

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/561546/Participation-of-young-people-in-education-employment-or-training.pdf

GCSE English and Maths

At Newhaven we ensure that students are aware that if they do not achieve a level 4 or higher in GCSE Maths or English by the end of KS4, they will be required to carry on studying these at school, college or as part of their apprenticeship. Continuation of English and Maths until reaching a GCSE level 4/Functional Skills Level 2 or higher is mandatory and no institution will receive funding to teach students up until the age of 19 unless they continue to do so. This is due to the vital importance and powerful labour market value of good GCSE in Maths and English.

Review Process

- Each academic year the Newhaven Senior Leadership Team will review and develop the Newhaven CEIAG policy and practise as an explicit aspect of the School Development Plan. Central to this development is a dialogue with all of our key partners, particularly Royal Borough Greenwich Guidance Service.

Our careers programme and policy is monitored through a range of processes, including:

- The Career and Enterprise Compass+ tool – which allows us to track our careers programme throughout the academic year against the Gatsby Benchmarks identifying quickly areas for development and areas of success.
- The analysis of leavers' data produced by the Royal Borough Greenwich Guidance Service.
- An annual audit of careers within the curriculum using the CDI Framework⁵ and Gatsby Benchmarks⁶.
- Careers activity observations (individual career interviews, work experience, career activities - mock interviews, career fairs etc.)

The effectiveness of these is evaluated by:

- Successful, appropriate and aspirational destinations of our students.
- Our NEET figures remaining low and improving year on in.
- Student feedback on their experiences of activities within our careers programme.
- Staff feedback on the careers programme and its implementation.
- Attainment and achievement across the curriculum

The lead co-ordinator for CEIAG at of Newhaven School is Tania Peach, Head of Campus. Please do not hesitate to get in touch if you have any questions or suggestions relating to our CEIAG provision.

tpeach@newhaven.greenwich.sch.uk

⁵ <https://www.thecdi.net/New-Career-Development-Framework>

⁶ <https://www.gatsby.org.uk/uploads/education/reports/pdf/gatsby-sir-john-holman-good-career-guidance-2014.pdf>