



NEWHAVEN SCHOOL
ACHIEVEMENT & ENJOYMENT THROUGH LEARNING

Newhaven School

Careers Education, Information, Advice & Guidance Policy

Responsible post holder	Paige Crosby
Approved by Governors on	July 2026
Date for review	July 2027

This policy is informed by the Department for Education's *Careers Guidance and Access for Education and Training Providers* statutory guidance (updated 2026), the Gatsby Benchmarks for Good Careers Guidance, the SEND Code of Practice and Preparation for Adulthood guidance.

Lead Coordinator for CEIAG	Amanda Steenkamp – Head of Campus
Careers Lead	Paige Crosby
Careers Advisor (Level 6 Qualified)	Paige Crosby
CEIAG Lead – Management Committee	Ann Lorek

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 (e.g. Premium/Free School Meals, Looked After Children (LAC) or specific SEND profiles). The CEIAG programme at Newhaven builds in flexibility to accommodate all pupils, regardless of the point in their school career that they join us.

At Newhaven, we recognise that effective careers education plays a vital role in preparing young people for adult life. Our careers programme is closely aligned with the Preparing for Adulthood framework, supporting students to develop the knowledge, skills and confidence needed for employment, independent living, community participation and good health. Through personalised careers guidance, meaningful employer encounters, work-related learning and transition planning, students are empowered to make informed choices about their futures and achieve their individual aspirations.

The Gatsby Benchmarks

Newhaven School uses the Gatsby Benchmarks, including the revised expectations within the updated framework, as the framework for planning, delivering and evaluating its careers programme.

The eight Gatsby Benchmarks are:

1. A Stable Careers Programme
2. Learning from Career and Labour Market Information
3. Addressing the Needs of Each Young Person
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

Newhaven School reviews its careers provision annually using Compass+ and the Gatsby Benchmark framework to ensure all learners have access to high-quality, impartial careers education, information, advice and guidance that supports successful progression into further education, training, employment and adulthood.

In line with the updated Gatsby Benchmarks and Department for Education statutory guidance (2026), Newhaven School places particular emphasis on:

- Preparation for adulthood and independence.
- Personalised careers guidance for learners with SEND.
- Meaningful encounters with employers and education providers.
- Access to current labour market information.
- Workplace experiences and work-related learning.
- Positive and sustained destinations into further education, supported internships, apprenticeships, training and employment.

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

Governance and Accountability

The Management Committee provides oversight of careers provision at Newhaven School and ensures that careers education, information, advice and guidance remains a strategic priority.

The Careers Lead is responsible for coordinating the careers programme, monitoring Gatsby Benchmark progress, evaluating impact and reporting developments to school leaders and governors.

The effectiveness of careers provision is reviewed through destination data, learner feedback, employer feedback, Gatsby Benchmark evaluation and annual improvement planning. Anonymized destination data is published annually on the school website.

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.
- A range of workplace experiences appropriate to individual needs and aspirations, including employer visits, workplace visits, supported internships, work tasters, work experience placements and project-based employer engagement.
- 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.

Careers Guidance for Learners with SEND

Newhaven School recognises that effective careers guidance for learners with SEND requires a personalised, person-centred approach. Careers education and guidance are embedded within Preparation for Adulthood planning and support students to develop aspirations, independence, employability skills and knowledge of future pathways.

Careers planning is informed by individual needs, EHCP outcomes where applicable, student voice, family involvement and multi-agency transition planning. Support may include access to supported internships, supported employment pathways, vocational opportunities, workplace experiences and personalised transition planning.

Intended Outcomes

- Sustained destinations
- Reduction in students becoming NEET
- Improved employability skills
- Increased employer encounters
- Meaningful workplace experiences
- Positive transitions to further education, apprenticeships, supported internships, supported employment and other appropriate post-16 pathways.

Provider Access Legislation

The Provider Access Legislation (commonly known as the Baker Clause) requires schools to provide students with access to providers of technical education and apprenticeships.

- 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 13 (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

Meaningful employer encounters enable students to learn directly from employers and employees about workplace expectations, employment opportunities, progression routes and the skills required within different sectors.

- 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

Young people in England are required to remain in education or training until the age of 18:

- 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.

GCSE English and Maths

Newhaven ensures students understand the importance of continuing to develop English and maths skills beyond Key Stage 4. Where students have not achieved a GCSE grade 4 or above, they will continue to study appropriate English and maths qualifications, including GCSE or Functional Skills pathways, in line with post-16 requirements.

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:

- Annual Gatsby Benchmark evaluation using Compass+ and action planning against benchmark targets.
- The analysis of destination data, including sustained destinations, participation in education, employment or training and any students at risk of becoming NEET.
- An annual audit of careers within the curriculum using the CDI Framework¹ and Gatsby Benchmarks².
- 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 year.
- Evaluation of the learning outcomes of our events to ensure students can actively articulate what they have learned about specific sectors and pathways.
- Staff feedback on the careers programme and its implementation.
- Attainment and achievement across the curriculum

The lead co-ordinator for CEIAG at Newhaven School is Paige Crosby, Careers Lead. Please do not hesitate to get in touch if you have any questions or suggestions relating to our CEIAG provision.

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¹ <https://www.thecdi.net/New-Career-Development-Framework>

² <https://www.gatsby.org.uk/uploads/education/reports/pdf/gatsby-sir-john-holman-good-career-guidance-2014.pdf>