

## CEAIG Policy

<b>Policy Reference:</b>	<i>HWS24</i>
<b>Version Number:</b>	<i>5</i>
<b>Applies to:</b>	<i>Hedgeway School</i>
<b>Associated documents:</b>	
<b>Approved by:</b>	<i>Klaire Rowland Headteacher</i>
<b>Implementation date:</b>	<i>September 2023</i>
<b>Next review due by:</b>	<i>September 2024</i>
<i>This policy has been reviewed to ensure it promotes safeguarding and does not present barriers to participation or disadvantage any protected groups</i>	

## Introduction

All young people need a planned programme of activities to help them to make decisions and plan their careers, both in school and after they leave.

Section 42A of the Education Act 1997 requires governing bodies to ensure that all registered pupils at the school are provided with independent careers guidance from year 8 (12–13-year-olds) to year 13 (17-18 year olds).

Aurora Hedgeway School, ensures that the independent careers guidance provided, is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education, or work option. It includes information on the range of education or training options, including apprenticeships and technical education routes. The guidance given will promote the best interests of the pupils.

The school is committed to providing a planned programme of careers education, information, and guidance (CAIG) for all students, in partnership with Rebuild Support. The programme is under-pinned by the school's policies and procedures relating to teaching and learning, PSHE and citizenship, equal opportunities, health and safety, and special educational needs.

## Objectives

The careers programme is designed to meet the needs of students at this school in pursuing their chosen path through education and into employment. It is differentiated to ensure progression through activities that are appropriate to students' stages of career learning, planning and development. Students are entitled to careers education that is impartial and confidential. It will be integrated into their experience of the whole curriculum, in partnership with students and their parents. The programme will promote equality for all.

## Implementation

Clare Puterill is the careers lead for Aurora Hedgeway School and will have responsibility for managing the careers programme. The school has 3 careers coordinators who will work closely with the independent careers adviser from Rebuild Support to ensure the delivery of careers education, information, and guidance (CEIAG) programme. All teaching staff contribute to the programme through their role as tutors and subject teachers. The CEIAG programme is planned, monitored, and evaluated by the careers co-ordinator.

The CEIAG programme is broad in scope and includes careers education lessons, the development of skills for the workplace, guidance activities (including workshops and interviews), work-experience, careers fairs, assemblies, and visits to post 16 providers. An annual partnership agreement for independent CEIAG is negotiated between the school and Rebuild Support. Staff training needs for the delivery of the CEIAG programme will be identified during the appraisal process.