



**QUEEN ELIZABETH'S
GRAMMAR SCHOOL**
Ashbourne, Derbyshire

**CAREERS GUIDANCE
POLICY**

Prepared by:	Kate Morgan
Date:	September 2024
Next review date:	September 2025
Approved by:	Scott Garrity

Careers Guidance

At QEGS we strive to ensure that all students leave school prepared for life in modern Britain. Careers guidance and work-related learning clearly have a significant part to play in achieving this objective.

This document seeks to outline the key objectives for careers education at QEGS and details the delivery of this aspect of the curriculum and how we seek to measure our success.

Aims

Careers education is seen as a vital enabling factor to ensure that the school achieves its objective of improving educational outcomes. It is well reported that improving aspirations can enhance performance. In addition, careers education is an integral part of personal development, and we seek to help students develop their self-awareness and determination via this aspect of the curriculum.

The school will secure independent and impartial careers guidance advice. This may take many different forms, including information evenings, outside speakers careers fairs, meetings with mentors, transition meetings for vulnerable and SEN pupils and advice given on work experience programmes as well as face-to-face interviews with an independent adviser.

The school will quality assure careers guidance, including that offered independently, to ensure that pupils are receiving advice that is impartial and is relevant to their needs, and will raise any concerns that might emerge in good time with advisers.

The school will provide a range of careers activities, including work-related learning and work experience (for all Year 10 pupils and for Sixth Form students).

The school works with a range of other schools, further education and higher education providers, and work-based training and apprenticeship providers in order to ensure that pupils have access to a range of options at each stage of their education. The school also accepts pupils from other schools into its Sixth Form. Please see our 'Access Statement' available on the website for further information.

The school will enable all students to learn about careers, their learning and the world of work so that they can manage their own development and make life decisions and choices. The goal is to ensure all students are inspired and motivated to fulfil their potential.

All students will be inspired to develop their employability skills to assist in their career aspirations.

Delivery

See Action plan for details of timing of activities

Learning materials will be selected on the basis of effectiveness and paid for when necessary. All learning materials will be delivered in a differentiated way and cover a variety of learning styles.

Monitoring

In order to assess our performance and thus improve the programme each year, the effectiveness of careers education is monitored and evaluated through the following methods:

- The Careers Co-ordinator collates and analyses student destinations to universities, apprenticeships, traineeships, FE colleges etc. (including reconciling this with attainment levels for students)
- Half termly reviews by the Careers Co-ordinator and external Careers Adviser to identify any cohort issues (e.g. identifying students requiring additional help to make progression choices) This is decided upon following careers interviews and feedback from progress leaders and form tutors.
- Student views on Careers Education are sought after careers events such as the year 10 'World of Work Week' and the year 9 options process
- Fortnightly review meetings between Careers Co-ordinator and Assistant Headteacher with responsibility for Careers Education
- Monitoring of Careers Education by the nominated governor via review meetings between the governor with responsibility for Careers Education, the Assistant Headteacher with responsibility for Careers Education and an Enterprise Advisor. This happens on a half termly basis.
- Termly 'I can' statements are surveyed to assess progress of students towards the learning aims of the CDI Framework. Results of this may be used to adapt the programme of learning.

Training

- The Careers Co-ordinator and Adviser attend an annual conference hosted by the D2N2 careers hub and meetings with other Careers Co-ordinators.
- Pastoral meetings, curricular meetings, briefings, Inset, and e-mail are used to cascade training, promote and share current resources.
- All ECTs and new staff receive an induction in the use of the Careers information resources and school Careers policy