

Effective Date:
May 2022

Review Committee:
Local Governing Board

Last Review Date:
June 2026

Next Review Date:
June 2028

Owner:
Deputy Headteacher

Rationale

The following policy has been developed in response to the Department for Education's statutory guidance 'Careers Guidance and Access for Education and Training Providers' May 2025.

The aim of this policy is to provide a clear framework through which Careers Education, Information, Advice and Guidance (CEIAG) is delivered to all students. Hessle High School and Sixth Form College recognise that high-quality CEIAG makes a significant contribution to preparing young people to take their place as informed, responsible and successful members of society who are able to make well-informed decisions and achieve personal and economic wellbeing throughout their lives.

We aim to ensure that our students are self-confident, skilled, and career ready. This will be achieved through a programme of high-quality careers education, employer engagement, impartial advice and guidance, and meaningful encounters with education and training providers. Hessle High School and Sixth Form College have a number of statutory duties in relation to careers guidance and provider access. These include:

- Using the Gatsby Benchmarks of Good Career Guidance as a framework to develop and continually improve careers provision
- Providing all students with a stable, structured and progressive careers programme
- Securing independent and impartial careers guidance for students in Years 7 to 13
- Ensuring that students have opportunities to learn about the full range of education, training and employment pathways available to them, including academic, technical and vocational routes
- Providing opportunities for a range of education and training providers, including apprenticeship and technical education providers, to access students in Years 8 to 13 through meaningful encounters
- Appointing a named Careers Leader with responsibility for the strategic leadership and development of the careers programme
- Publishing details of the school's careers programme and Provider Access Policy Statement for students, parents/carers, staff, employers and education and training providers
- Raising aspirations, promoting equality, diversity and inclusion, and challenging stereotypes and misconceptions about career pathways
- Making effective use of local, regional and national labour market information to inform careers learning and support students in making realistic and ambitious choices about their futures
- Supporting students to develop the knowledge, skills and behaviours needed to successfully manage their future education, training and career transitions

Content

Hessle High School and Sixth form College is committed to providing high-quality, impartial careers education, information, advice and guidance (CEIAG) for all students. This is delivered in partnership with local employers, higher and further education institutions, apprenticeship and training providers, East Riding of Yorkshire Council, Careers Hub partners, and other appropriate external organisations.

Hessle High and Sixth Form College endeavours to follow:

- DFE Careers Guidance and Access for Education and Training Providers (May 2025)
- The Ofsted Education Inspection Framework (EIF)
- The CDI Career Development Framework
- The Gatsby Benchmarks of Good Career Guidance
- Any other relevant guidance issued by the Department for Education, Ofsted and the Careers & Enterprise Company

The school is committed to delivering a careers programme that aligns with the Gatsby Benchmarks of Good Career Guidance and continually reviews and develops its provision in line with national expectations and best practice. The eight benchmarks are:

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 Workplaces
7. Encounters with Further and Higher Education
8. Personal Guidance

We are committed to providing a planned and progressive CEIAG programme that prepares young people for successful transitions into education, training, and employment. The programme aims to equip students with the knowledge, skills and confidence to manage their future careers and achieve personal and economic wellbeing.

Student requirements

Students at Hessle High School and Sixth Form College benefit from the following:

- Meaningful encounters with employers to develop understanding of the Labour Market and the skills, qualifications and behaviours required for success in the workplace
- Meaningful encounters with a range of further education, higher education, apprenticeship and training providers, including at least two encounters with approved technical education or apprenticeship providers at Key Stage 3 and Key Stage 4, in line with Provider Access requirements
- A variety of activities that inform and inspire them, including drop-down days, assemblies, employer talks, careers fairs, motivational speakers, and visits to organisations, colleges and universities. These opportunities are supported by strong links with local employers and contribute to the development of employability skills and positive attitudes towards learning and work
- Access to encounters with a range of local employers to explore different sectors, roles and career opportunities
- Planned and meaningful work experience opportunities that support students' career development, employability skills, and progression pathways
- Access to personal guidance from an impartial Level 6 qualified Careers Adviser to support informed decision-making at key transition points, including post-16 and post-18 pathways

- Coordinated support from external agencies, including the local authority, for students who are vulnerable, have special educational needs (SEND), or are at risk of becoming NEET
- Information about post-16 and post-18 financial support and funding opportunities
- Access to up-to-date and impartial Labour Market Information (LMI) to support informed career decision-making and awareness of regional and national opportunities
- 24-hour access to careers information, guidance and progression resources through Unifrog
- Careers-related activities delivered through Tutor Time across all year groups to promote awareness of career opportunities and progression pathways
- Opportunities to develop career management skills, including decision-making, goal setting, self-reflection and progression planning
- An individual careers guidance meeting prior to Year 9 options choices
- Access to Year 10 and 11 online 'Careers Information' groups
- Career and work-related learning embedded within curriculum subject areas
- Tailored support for students with SEND, including those with Education, Health and Care Plans (EHCPs), through annual reviews and targeted careers interventions
- Careers displays and information resources available throughout the school

Students at Hessle High School have access to a wide range of resources including Log On Move On, UCAS, National Careers Service and iCould for use from KS3 to KS5. The Academy has invested in the Unifrog careers platform, providing access to careers information, labour market information, progression pathways and university and apprenticeship application tools. Students are encouraged to access the careers section of the school website for additional guidance and support. A half-termly Careers Blog keeps students and parents informed of upcoming opportunities and evaluates recent activities. Student Voice is used to inform the planning, delivery, and evaluation of the Careers Programme.

The school provides a post-18 programme for Sixth Form students which includes regular notification of local/national apprenticeship opportunities, as well as pathways days which provide opportunities for encounters with employers and higher education providers.

Additional Opportunities

Students in Key Stage 4 and 5 will have access to a range of additional opportunities that support progression to further and higher education, apprenticeships, or employment. These opportunities are subject to regular review and include the following key elements:

- Engagement with the school alumni network, providing students with insight into career pathways and supporting informed decision-making through personalised advice and guidance
- Parent and student workshops for Sixth Form students and their families to increase awareness of local and national career opportunities, student finance, and the UCAS application process
- Access to the HE+ programme to support high-achieving students with applications to competitive and Russell Group universities
- Tailored guidance and enrichment for students considering highly competitive pathways, including Medicine, Law or applications to Oxbridge and Cambridge
- Support for parents and carers at post-16 information evenings and pathways events

Implementation

The Careers Leader is responsible for the strategic leadership and operational delivery of the Careers programme and reports to the Senior Leadership Team. The Careers Leader meets with the Senior Leadership Team to review and evaluate the impact of the Careers Strategy.

Work experience in Year 12 is planned and coordinated by the Sixth Form Student Services Manager.

All teaching staff contribute to careers education through their roles as tutors and subject teachers and are expected to embed career learning within their curriculum delivery to support students' career development and progression.

Specialist careers sessions and events are organised by the Careers Leader, Head of Sixth Form, and the Personal Development Coordinator.

The Careers programme is planned, monitored, and evaluated by the Careers Leader and Head of Sixth Form in consultation with the Deputy Headteacher, ensuring continuous improvement and alignment with whole-school priorities.

Partnerships

Hessle High School and Sixth Form College works in partnership with a wide range of employers and education providers to ensure students receive a broad and balanced programme of careers education, information, advice and guidance.

The Careers Leader works closely with the Careers and Enterprise Company (CEC) Enterprise Coordinator and Enterprise Adviser and engages regularly with careers network meetings and employer engagement events, including Hull and East Yorkshire LEP Hub meetings and relevant industry-specific forums. This ensures the Careers programme is informed by up-to-date labour market information and reflects current and emerging employment trends.

Monitoring, Review and Evaluation

All partnership agreements with external organisations are reviewed annually to ensure they remain relevant and effective.

The school's Careers Programme is reviewed termly by the Senior Leadership Team, who seek further information from the Careers Leader, Personal Development Coordinator, and Head of Sixth Form. This process ensures that gaps are identified and informs continuous improvement of the Careers Programme.

The Careers Leader uses Compass+ to complete a termly review of the programme against the Gatsby Benchmarks, supporting ongoing development and quality assurance.

The outcomes of monitoring and evaluation activities are used to inform planning for the following academic year. Evaluation focuses on the impact of careers activities in supporting students to achieve intended outcomes, including informed decision-making and successful progression.

Evaluation draws on a range of sources, including:

- Student, staff, employer, and education provider feedback (including FE, HE, and training providers)
- Scheduled meetings with the external Careers Adviser
- Pre and post-activity evaluation forms for careers events and activities and post-activity evaluation forms for careers events and activities
- Termly and annual review of ongoing careers activities
- Intended destination data for Key Stage 4 and Key Stage 5 learners
- NEET and destination data
- Student voice activities, parental feedback, and meetings with the Careers Link Governor

Resources

Funding is allocated annually in line with whole-school priorities and identified needs within careers education, information, advice and guidance (CEIAG). The Careers Leader is responsible for the strategic deployment and effective use of resources. External funding opportunities are actively sought, and shared provision is utilised where appropriate to ensure efficiency and value for money, particularly in collaboration with local partnership schools.

Continuous Professional Development (CPD)

Staff training needs are identified collaboratively by the Careers Leader and Deputy Headteacher, informed by local and national careers priorities and developments. Training needs are reviewed annually, and where necessary during the academic year, informed by the school's self-evaluation processes, including the quality of careers provision. The school is committed to ensuring that staff receive appropriate training within a reasonable timeframe to support effective delivery of careers education.

The Careers Leader regularly attends careers conferences, network meetings, and industry-specific events, and engages in funded training opportunities to ensure they remain up to date with developments in CEIAG.

Supporting Policies and Related Information

This Careers Policy is underpinned by a range of whole-school policies, including Teaching and Learning, Assessment, Recording and Reporting Achievement, Equal Opportunities and Diversity, and Safeguarding.