

INFORMATION, ADVICE & GUIDANCE POLICY AT LANDAU FORTE ACADEMY QEMS

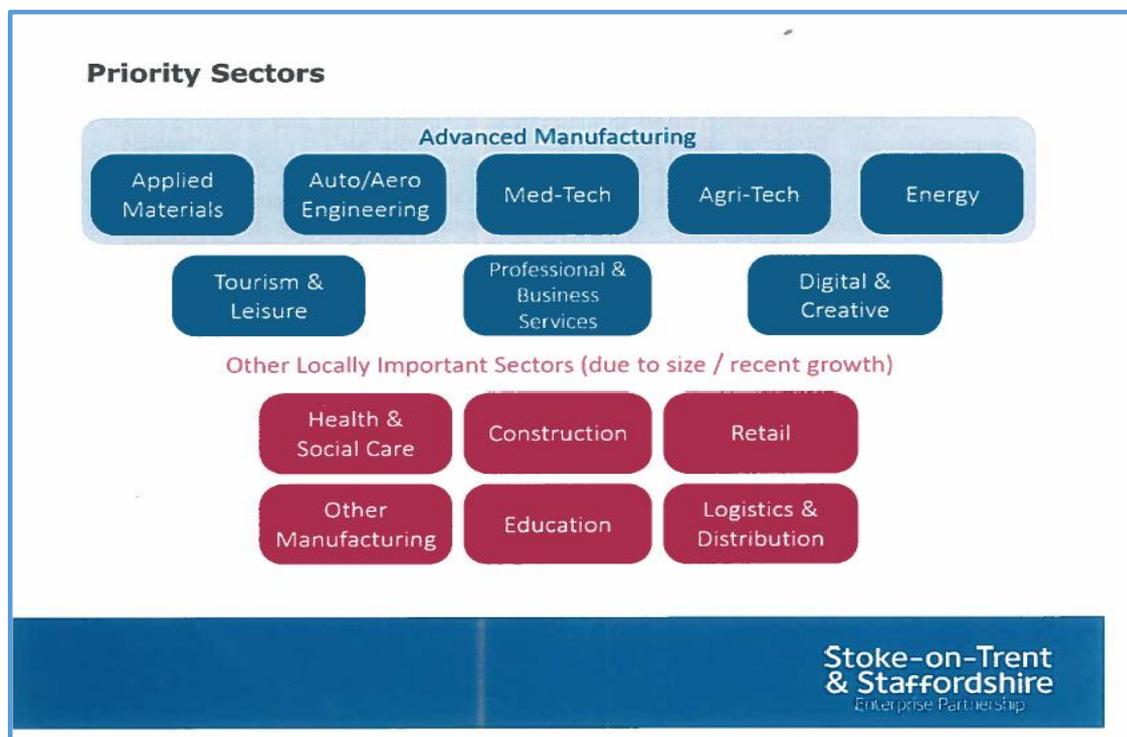
Purpose:

Landau Forte Academy Tamworth QEMS is committed to enabling students to make well informed, realistic decisions about careers and raising aspiration wherever possible. Whilst participating and enjoying academic lessons students will be encouraged to develop employability, practical and social skills with confidence to support their future goals.

The Careers Guidance in Schools regulations (2013) states that students from Years 8 to 13 are able to access independent and impartial careers guidance. The raising of the participation age (RPA) states that young people are now required to participate in education or accredited training until their 18th birthday.

QEMS is looking to embed enterprise employability, careers guidance and inspiration into the Academy culture and curriculum with a focus on employer engagement and development of structured and sustainable employer partnerships.

The IAG Co-Ordinator will remain up to date with Labour Market Information and regularly meet with other IAG Co-ordinators and Careers Advisers to share good practice. This will include working with the LEP and inviting local employers to provide activities and to inform the curriculum. This will also include an ongoing awareness of the priority employment sectors in Tamworth and Staffordshire (see Touch-Point profile below) The IAG Co-ordinator will also attend any training necessary to ensure Professional Development.



Good Career Guidance

QEMS is working to create a sustainable CEIAG programme that follows Gatsby benchmarks and statutory guidance.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/440795/Careers_Guidance_Schools_Guidance.pdf

www.gatsby.org.uk/education/programmes/good-career-guidance

Gatsby Benchmarks

The Benchmarks

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
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

Aims:

In planning a programme of careers education and guidance, we are striving to achieve the following aims:

- Students understand themselves and can develop their capabilities
- Providing opportunities for students to assess and reflect on their own needs, interests, aptitudes and aspirations in relation to education, training and work. Opportunities will be provided for students to develop the knowledge, self-reliance, key skills required for working life. **Students will have opportunities to develop employability and softer skills throughout the PSHE programme.**
- Students can investigate careers and opportunities

Students need to understand changing patterns of careers and work. Programmes of study will be made for them to find out about national and international opportunities in education, training and work. There will also be opportunities to gain direct experience of the world of work.

- Students can implement their careers plans
- In relation to IAG, the development of the 'autonomous learner' includes their ability to make realistic decisions and implement plans (Career Plans). In addition, students need to be able to review and evaluate their decisions and cope with change. Students will have access to

sources of further help and guidance. At points of transition, students will be given the opportunity to acquire skills to smooth that transition process. There will be **equal opportunity and access to current, impartial information about work, training and further education.**

- Teaching Methodology
- Guided by the academy mission statement and hence the aims and objectives of the area, a wide range of teaching strategies are utilised. One of the main objectives for teaching methodology will be to support and encourage students to become autonomous learners. Strategies will include: individual, large and small group work, guided discovery, research, problem-solving and decision-making activities, and simulations. Opportunities will be provided for both tutor and student-lead sessions.

Access and Entitlement

A Statement of Entitlement:

Within IAG, each student is entitled to:

- Be at the centre of the IAG process and the partnership between tutors and appropriate outside agencies
- A broad, balanced programme of careers education that will move him/her forward in the career-planning process by developing self-awareness and opportunity awareness
- Have an awareness of the IAG process
- Equal opportunity and access to current, impartial information about work, training and further education
- Direct experience of the world of work
- Access to individual, impartial and informed careers guidance
- A non-judgemental, open approach – to be listened to
- Opportunities for action planning and recording of achievement

Delivery

Information, Advice and Guidance is overseen by a qualified Careers Adviser and a Director of Learning. It will be delivered from Year 7 to 11.

- Years 7 and 8 will have employability and careers related PSHE sessions
- In Year 8, students will start to complete a Careers Passport which will follow them throughout school. This will prompt them to think about the skills they are developing, information they have received, and trips they have engaged in, to encourage thinking about careers
- All Year 9 students will complete a careers assessment which will make career suggestions in response to their answers. This will also list important GCSE subjects which can be used to guide their options decisions. All students will have access to this information tool at home once they have created their own account until they leave Landau Forte Academy Tamworth QEMS
- Year 10 students will be encouraged to identify and arrange suitable work experience to help them gain an understanding of employability skills. Support will be given to those who are

finding it difficult to arrange work experience. Students will be given direction on how to behave appropriately and gain the most benefit during the work experience

- All Year 11 students will have at least one impartial careers guidance appointment to discuss opportunities and applications. More appointments will be offered where necessary and parents/carers will have an open invite to attend or arrange meetings with the IAG co-ordinator
- Year 11 students will have a clear understanding of the opportunities available to them after leaving and how to access them
- The RONI (Risk of NEET Indicator) will be identified from Year 9 upwards and will receive targeted input in conjunction with Entrust
- Year 11 students will be expected to have been interviewed and received offers by June. They will be tracked and offered ongoing support from the IAG co-ordinator until the end of the academic year. Support will be put in place at local colleges and with Entrust through the summer for RONI students
- Intended destinations will be passed to the Local Authority when requested
- Any students who leave their Year 12 destination will continue to be followed up and offered support until their eighteenth birthday in conjunction with Entrust
- Relevant trips will be arranged throughout Year 7 to 11 to encourage raised aspirations and informed decision making. Visits will take place to destinations such as universities, local companies, national companies, learning providers and careers shows
- Wherever possible, curriculum will be relevant to the working world with advice and input from local businesses

The IAG co-ordinator will remain up to date with labour market information and regularly meet with other careers advisers to share good practice. The IAG co-ordinator will also attend any training necessary to ensure professional development.

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