

Employability and Careers Strategy - Attached to CEAIG Policy

The purpose of this strategy is to ensure that The Burgess Hill Academy provides all students with high quality, personalised and independent employability and careers experiences. All The Burgess Hill Academy students will acquire the skills, knowledge and develop the right employability attitudes for future career success and wellbeing.

Context

In order to achieve our strategic aims, we recognise the importance of implementing this strategy in accordance with the Gatsby Benchmarks for Careers Education and Guidance (2014), Ofsted's Common Inspection Framework (updated in January 2018), the Matrix Standard Framework and the DfE's Careers Strategy (Dec 2017).

Ambitions and Success Measures

1. Every student on substantive programmes will receive a high quality and personalised embedded careers education programme
2. Students and staff will access to high quality and contextualised LMI to inform their choices and maximise their future success.
3. At every stage of the student journey, students can access personalised advice and guidance to promote ambition and support their choices.
4. Every student fully understands the career routes available within their chosen curriculum area.
5. Every student has multiple and meaningful interactions with local, regional and national employers/employees
6. All students are given the opportunity to access a high quality external work placement to increase their employability awareness and skills.
7. Every student is encouraged to reach their full potential by progressing onto higher levels of learning through FE and Apprenticeships
8. Every student has access to qualified impartial Careers Guidance staff for 1:1 and group support

Priorities within this strategy

To define the student entitlement for all students and specific priority groups

To ensure that the Academy's subject teachers are supported to provide careers education within their area of curriculum expertise.

To provide access to high quality and user-friendly labour market information that adds value to the student awareness and experience.

Ensure that careers and employability staff are well trained.

To promote social mobility and raise aspirations amongst all students.

Students with Special Educational Needs and Disabilities (SEND)

Students with identified SEND needs will require that highly skilled professionals who are able to provide differentiated and tailored support provide their Careers Education Information Advice and Guidance.

Roles and Responsibilities

Local Governing Body and Senior Leadership Team

- Prioritising the significance of this strategy and the need for a whole Academy approach
- Strategic oversight of this strategy and the allocation of resources to deliver it.
- Monitoring progress made against the ambitions and success measures
- Engagement with this agenda through student engagements, learning walks and staff meetings

Careers Leader

- Strategic leads for the implementation of employability and careers across curriculum
- Ensuring that all staff are fully aware of the importance of embedding employability skills and careers IAG into all aspects of the study programme
- Updating of the Employability and Careers Strategy annually
- Responsible for providing high quality, impartial careers IAG through 1:1 and group interviews
- Supporting students to access suitable, safe and meaningful work placements or work experience opportunities
- Responsible for organising a range of events, workshops and activities to support students in understanding their options and to make informed decisions in terms of their careers goals and aspirations
- Working with Heads of Year/Curriculum to link with vocationally relevant employers for aspirational talks, work experience placements and other work related activities

Heads of Curriculum

- Overall accountable for ensuring employability skills and careers IAG is embedded within their curriculum areas
- Responsible for the effectiveness and quality of employability skills and careers IAG in their curriculum areas

Tutors

- Fully aware of the Academy requirements in regards to employability and careers
- Responsible for promotion and reinforcing the importance of enhancing employability skills through the work experience programme
- Delivering bespoke tutorials and other activities
- Responsible for providing high quality, impartial careers IAG through 1:1 and group interviews
- Supporting students to access suitable, safe and meaningful work placements or work experience opportunities

- Responsible for organising a range of events, workshops and activities to support students in understanding their options and to make informed decisions in terms of their careers goals and aspirations
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Student

- Play an active role in developing their employability skills and careers plans and commit to this important aspect of their Academy experience
- Demonstrate their development of professional skills through their personal conduct and motivation
- Make the most of all of the opportunities that the Academy and local employers/partners provide for students
- Ask for support and guidance from the Academy staff and support teams whenever this is needed

Parents/Carers

- Reinforce that the development of employability skills is an integral aspect to the Academy experience
- Engage with the Academy
- Support students in finding work placements

Partnerships

The Academy works in partnership with the local employers, the Careers and Enterprise Company, Post 16 providers, Higher Education providers, apprenticeship providers and local IAG networks to ensure opportunities are maximised for staff and students.

Alumni

The Academy has enthusiastic Alumni that can provide inspiration and opportunities for current students. Some Alumni are local business owners who could provide work placements, work place visits or become visiting speakers.

Developing and delivery a coherent engagement plan for the Academy Alumni is a key aspect of developing this strategy and success measures.

Monitoring and evaluating this strategy

The Employability and Careers Strategy success measures will be reviewed on an annual basis with the Careers Leader and Principal in terms of achievement of key performance indicators, learner feedback, lesson observation and the self-assessment process.