

WHITGIFT SCHOOL

STUDENT FUTURES AND CAREER EDUCATION, INFORMATION AND GUIDANCE (CEIAG) POLICY

Colleagues responsible for this policy:

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Purpose

The Student Futures team exists to ensure all students receive up-to-date advice and career guidance, to embed education on the rapidly changing employment landscape and labour market into the curriculum, and to provide opportunities for meaningful employer encounters in every year group. We are committed to a coaching ethos to enable students to make robust decisions at key transition points in their education, supported by the use of digital platforms and research skills. A programme of events from Lower First through to Upper Sixth helps prepare students for the opportunities, responsibilities and experiences of life in the UK and beyond.

A number of key principles underpin our provision:

- We are committed to meeting and surpassing the Gatsby Benchmarks and statutory guidance on CEIAG (Careers Education, Information and Guidance), insofar as they are relevant to the independent sector;
- We provide access to comprehensive and up-to-date information on all Career, Apprenticeship and Higher Education options to empower students to manage and plan their own futures, and achieve their full potential;
- We are committed to raising aspirations, especially for our students on bursaries and from disadvantaged backgrounds, and for those with SEND;
- We promote equality, diversity, social mobility and challenge stereotypes, both through our selection of visiting speakers and promoting opportunities for bursary students;
- We teach young people the importance of adapting to a changing employment landscape, and thus helping them sustain employability and achieve personal and economic wellbeing throughout their lives;
- We continue to support students after they have left school through advice, support in future applications, references, networking events, and our

- professional networking site, Whitgift Connect;
- This policy and further information about our approach to Student Futures is shared with governors, teachers, parents, carers and students;
- We use a digital platform (Unifrog) to keep systematic records on each student's experiences of careers and enterprise activity, accessible both to students and the school;
- We are committed to regularly monitoring the effectiveness of our CEIAG provision.

Management

- The importance of this area of school life is reflected in the management structure, with the deployment of an Assistant Head (Student Futures), who sits on the Executive team, to provide leadership of Careers and Higher Education.
- The Assistant Head (Student Futures) is supported by two Associate Directors, the Director of Higher Education, Head of US Universities, and Head of Global Universities (non-US), and a Deputy Director of Higher Education with specific responsibility for Oxbridge applications. The team also benefits from administrative support.
- All teachers are expected to proactively seize opportunities to make frequent and relevant links between the curriculum and careers
- Tutors are trained to use coach-like conversations to guide students through Options processes, relating their choices to future pathways, and encouraging students to make decisions based on research and their own strengths and interests.

Curriculum Provision

Where possible information about the workplace and careers is embedded into subject-specific schemes of work.

STEM subject teachers highlight the relevance of their subjects for a wide range of future career paths.

Global Citizenship classes in the Lower First and First Forms provide a real-world framework for students to understand their civic responsibilities in the UK and the world.

Career Education also makes up a spine of our Ideatum curriculum. It enables students to:

- develop themselves through career and work-related education;
- learn about careers and the world of work;
- develop career management and employability skills;
- Conduct regular psychometric testing.

Resources

The School provides resources for the successful implementation of this policy through securing an annual budget to cover:

- CPD opportunities for staff involved in Career Education and Higher Education;
- Subscription to digital platforms and resources, such as Unifrog and Millie;
- A programme of events and external speakers.

Partnerships

The policy recognises the range of partners that support Student Futures within the School. These include:

- Unifrog, who provide psychometric testing that all students complete in Ideatum lessons in Fifth Forms. Students use the Unifrog platform to research a range of careers and university pathways;
- Graydin, a coaching consultancy with whom we are accredited facilitators in coaching training. All Fifth Form tutors are trained to give one-to-one career coaching to their tutees;
- Investin, who provide work experiences;
- A network of other career leads in local schools with whom we jointly host certain events such as a mock assessment day (eg for Apprenticeships);
- A network of employers through OWs, parents, governors and our professional network, Whitgift Connect;
- Post-16 providers, apprenticeship providers, higher education institutions and employers;
- The National Career Challenge – who run ‘enterprise days’ for whole Year Groups, in partnership with external firms such as NatWest and JCB.

Programme of Current provision at Whitgift

Lower First (Y6)

- *Literary Festival*: Authors are invited into school for a day of workshops, talks and activities, exposing younger students to how writing can result in a rewarding career
- *One Day Film School*: Students learn the basics of screen writing, camera work and editing in the production of a 2 minute film in small groups
- *Philanthropy Week*: Students are encouraged to engage in charitable activities and the importance of giving back to society

First Form (Y7)

- *Literary Festival*: Authors are invited into school for a day of workshops, talks and activities, exposing younger students to how writing can result in a rewarding career
- *Philanthropy Week*: Students are encouraged to engage in charitable activities and the importance of giving back to society .
- *Financial Wellbeing workshop*: students gain an understanding of what the economy is, and what the economy/organisations within the economy ‘look like’.
- Within Ideatum, students explore public service and charitable organisations, and how they operate

Second Form (Y8)

- *The National Careers Challenge*: Students take part in a drop-down enterprise day, learning from leading industries about markets, design briefs, advertising and presenting
- *Science In Action* – students take part in a drop-down day of subject specialist talks from fields of Astrophysics, Forensics, Chemistry and Conservation.
- Within Ideatum, students specifically consider what their career aspirations are, the habits and routines needed to achieve aspirations and the value of ‘youth jobs’

Third Form (Y9)

- GCSE Options process starts. Form Period time and Ideatum given to consideration of impact of options choices and wider career options
- *The Stocks and Shares challenge*, run by the Inspiration Learning Company, students learn how markets respond to real work events and take part in a virtual stock market.
- *Model United Nations*: Students learn about the Foreign Office, working as an ambassador, before taking part in a MUN around a current topical issue
- Within Ideatum, students gain understanding of the political structure of the country and the roles Government/MPs/council offices/Local Authorities play

Fourth Form (Y10)

- Apprenticeship Evening: a panel of OWs share their experiences of degree apprenticeship in a range of sectors (January)
- 'Technology Unpicked': students take part in workshops and talks on emerging and growth sectors such as AI, Big Data, Game Design and Cyber-security.
- Sixth Form taster day: Students attend sixth-form style lessons and learn more about life in the Sixth Form at Whitgift.
- Within Ideatum, students explore the economic functions and the different ways in which a country vs an individual will make economic decisions whilst also exploring what different types of businesses exist (including self-employed opportunities), business structures, funding opportunities/avenues and employment opportunities

Fifth Form (Y11)

- Sixth Form Options Evening (Sept)
- Careers Conference (November) – a careers fair with 60+ representatives from a great range of careers and professions; many are OWs and/or parents. A combination of short presentations and one-to-one chats.
- A Level/IB Options Evening (November);
- Apprenticeship Evening: a panel of OWs share their experiences of degree apprenticeship in a range of sectors (January)
- One to one career coaching for all students (February).
- From Fifth Form onwards, we strongly encourage students to gain experience of work through promoting external partnership organisations (eg NCS, Investin), developing mentorship opportunities through OW connections and events at school.

Lower Sixth (Y12)

- Lower Sixth Induction: Student Futures introduced. Students explore their personal brands: how their values and aspirations can be reflected from Day 1 in their choices, behaviour, participation and actions.
- International Universities fair and ongoing lunch-time programme
- Professional networking workshop: how to use social media, including the school's own platform, to foster connections and find mentors, facilitate career conversations and apply for work experience
- Careers Conference: (see above)
- After Whitgift – the university application process is presented to parents in February, with further time given to students to research universities and future pathways on Unifrog.
- Student Futures and Universities Fair (first time March 2026) - to include talks on Oxbridge, Degree Apprenticeships and International Universities.
- Sessions on professional networking, writing application letters, CVs and interviews, taking a gap year etc in lunchtime club

- After Whitgift: 2 day event on university applications, subject taster days, networking with OWs, external speakers and 'career speed dating' (June)
- Oxbridge visits and other university open days
- BMAT/UKCAT courses for Medicine applicants

Upper Sixth (Y13)

- UCAS process (September-January)
- USA and other overseas applications
- Oxbridge preparation day and practice interviews (October-November). We have carried out swaps with other schools and use parents/OWs successfully for interview practice.
- Career Convention (as above)
- After Whitgift – tutor-time series of life skills for students when they leave school
- Parent webinar – Managing the transition to your son leaving home

Co-curricular:

Further opportunity to explore particular careers is reflected in our extensive co-curricular programme. A sample of relevant clubs and societies is below:

- Maths for Engineering Society (open to students from 4th Form to Sixth Form): spans multiple disciplines of Engineering, allowing students to make an informed decision about which of these disciplines they may wish to pursue..
- Greenpower – build an electric car and enter national competition to race it
- British Science Week (all years) – series of internal and external talks and activities.
- BioMed Diploma (Lower Sixth) (visiting experts from different fields of science speak on their expertise and roles)
- Mycetoma Project (MycetOS Fifth and Lower Sixth Form) – Open Source research project in Chemistry synthesising new chemical for treatment of mycetoma
- History Festival: a biennial programme of external speakers
- Student Publications: A variety of student-led publication about History, Economics, Current Affairs and Creative Writing.

Trips:

In addition to promoting work experience opportunities, we run several trips that help to inspire students interested in particular areas. Examples include:

- CERN Particle Physics Trip (Lower Sixth)
- Biology Field Centre trips
- Politics trip to New York and DC, including visits to UN and The Capitol