

Careers Education and Guidance Policy

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Reviewed by:

Date:

Approved by:

College of Management

Date:

Council of Trustees

Date:

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Policy Statement

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make decisions and plan their careers, both in school and after they leave. The 1997 Education Act places a duty on schools to give students in Years 9- 13 access to careers education, information and guidance.

The school is committed to providing a planned programme of careers education, information and guidance for all students from Classes 8 through to 12. This policy was developed and is now reviewed annually through discussions with teaching staff, students, parents, trustees, advisory staff and other external partners.

Students are entitled to careers education and guidance that is impartial and confidential. It will be integrated into their experience of the whole curriculum, based on a partnership with students and their parents or carers. The programme will promote equality of opportunity, inclusion and anti-racism.

Careers guidance will allow students to make informed decisions about a broad range of career options including our own NZCSE program, and helps to encourage them to fulfil their potential.

Procedures

Class 8

Towards the end of Class 8, students are invited to interview for a place in the Upper School, South Devon Steiner College. This is often a key moment when students and their parents/carers will decide whether to pursue the Steiner Waldorf curriculum, assessed via the NZCSE framework until Class 12 (Level 3), or move to another educational setting to pursue the more traditional GCSE/A Level approach to qualifications (or an alternative).

The interviews are held by College teachers, who take each individual student through the options available to them including, but not limited to, the school's own College program. Teachers provide neutral and unbiased guidance to students, discussing possible/chosen career paths, imparting knowledge and connecting students with people and organisations who can help them

to realise their career aspirations. These conversations inform the admissions process of the suitability of students for Upper School.

Class 9

Beginning life in the upper school students in class 9 receive guidance on how to begin mapping their individual career pathways. Students follow a broad PSHE curriculum which includes visits from outside speakers working in a range of professions and local community projects. Through their weekly PSHE lessons students also receive information about college and university admissions processes as well as other career pathways, including apprenticeships.

Class 10

Students in class 10 undertake an individual Careers Education and Guidance interview, together with their parents/carers. As before, College mentors, having developed a working relationship with the student for approximately two years, will review the student's career and educational options and interests. Through a conversation, the student, their parent/carer and the teachers will explore the strengths, interests and aspirations of the student, including the CSE electives the student may wish to study in class 11. They will then collectively explore the various courses, self-development ideas and educational establishments available to the student, including staying on to class 11 or options elsewhere. Students who wish to leave at the end of class 10 will be encouraged and supported to fully research the courses they wish to follow and will be helped with the application procedure for their chosen college.

Our Connexions advisor is invited to the school and meets with students who would like to explore the more practical/vocational courses. The students receive both help and advice from the advisor. Following the initial meeting, the student and/or parent(s) may make a follow up appointment to further discuss the content and outcome of the previous meeting.

In class 10 the PSHE programme continues with a programme of talks given by outside speakers and ex-pupils on a broad range of careers. These talks give students an insight into the workplace and information on the various pathways that lead towards different careers, including the gap year option.

Class 11

Careers' talks by outside speakers continue through class 11, including talks from university careers officers and from ex-pupils on student life. As our school has very strong links with local employers, entrepreneurs and colleges, students receive a range of information that will help them to make an informed choice about their career.

In addition, the class 11 curriculum includes a 3-week work experience block when each student undertakes a placement in a working environment of their choice. Facilitated by their personal mentors, each student will research and arrange a placement that is best suited to their career interests. Having experienced the workplace for themselves, students are then more able to make informed choices about their career pathway. Students are encouraged to undertake placements in more than one workplace during this block.

Class 12

In class 12 students are mentored by teachers who offer detailed career's advice, including making arrangements for a gap year. Students wishing to apply to university will be guided by their mentors through the UCAS process, including how to research university courses, the application procedure and how to complete their personal statements. The PSHE programme of careers talks by outside speakers will continue in a way that is tailored to the specific interests and needs of students.

In class 12 students also undertake an extended individual project for the NZCSE. This study allows students to investigate a subject that may also link with a chosen career or university course.

Throughout the years 9 to 13 any student who wishes to leave the school will be offered an exit interview during which full support will given for their personal educational and career choices.

Information/advice/guidance:

- Careers Guidance and Access for Education and Training Providers
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672418/Careers_guidance_and_access_for_education_and_training_providers.pdf

Compliance:

- Independent School Standards:
https://www.legislation.gov.uk/uksi/2014/3283/pdfs/uksi_20143283_en.pdf

References:

- Curriculum & Assessment Policy
- PSHEE policy