



Hampton Court House

Careers Policy

Reviewed By: T Ba

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1 Introduction and Aims

Hampton Court House School recognises the importance of preparing pupils for their future careers. We recognise that all young people need a planned programme of activities to aid their decision making and help them plan for the future. We also recognise the statutory right of all students to receive careers education and guidance.

The school offers a planned programme of careers education, information, and guidance for all students. The school seeks to ensure that this guidance is appropriate to the age, stage ability and educational needs of each individual. This guidance is provided through careers events and activities, and Sixth Form programme guidance sessions, as well as forming part of the school's PSHE programme.

The careers policy has been written to ensure the Gatsby Benchmarks are addressed. These have a key role in:

- raising young people's aspirations and promoting access to all career pathways;
- enabling all young people to develop the skills and outlook they need to achieve career wellbeing, including adaptability and resilience;
- underpinning the Department for Education guidance to schools on meeting their statutory responsibility for careers guidance.

The Gatsby Benchmark framework sits at the heart of the government's Careers Strategy.

Benchmark 1 A Stable Careers Programme	Benchmark 2 Learning from labour market information	Benchmark 3 Addressing the needs of every pupil	Benchmark 4 Linking curriculum learning to career
Benchmark 5 Encounters with employers and employees	Benchmark 6 Experiences of workplaces	Benchmark 7 Encounters with further and higher education	Benchmark 8 Personal guidance

2 Rationale

Hampton Court House School believes it is a right for every young person in our school to have access to the highest quality Careers, Education Information and Guidance (CEIAG) to support their learning and decision making

as they transition through each stage of their education. Therefore, all young people need a planned programme of activities that are stimulating and interesting which lead to raising their aspirations for what they might be and do in the future in a changing global world of work.

This policy outlines:

- Those with responsibility for **Careers Education, Information, Advice and Guidance (CEIAG)**
- The aims and desired outcomes of our careers advice and guidance
- The statutory requirements and recommendations
- The provision of careers curriculum for pupils in all Key Stages 3, 4 and 5.

3 2 STATUTORY REQUIREMENTS AND RECOMMENDATIONS

Our Careers Programme has been informed by the following statutory guidance;

- DfE 'Careers guidance and access for education and training providers' (Jan 2023)
- DfE 'Career Strategy: Making the most of everyone's skills and talents' (December 2017)
- DfE 'Careers Guidance and Inspiration in Schools' (March 2015)
- Good Career Guidance 'Gatsby Benchmarks'

4 CAREERS LEADERSHIP AND OPERATIONS

At Hampton Court House School, the CEIAG team co-ordinate and monitor the delivery of the School Careers Plan.

The CEIAG team comprise of:

- Amy Burgess
- Tessa Bartholomew
- Rob Armiger.

5 AIMS AND DESIRED OUTCOMES

Our **Careers Education, Information, Advice and Guidance (CEIAG) at Hampton Court House** aims to:

- Prepare students for the transition to life beyond secondary school (higher education and the world of work)
- Support students in making informed decisions which are suitable and ambitious for them
- Provide students with well-rounded experiences including opportunities to work in partnership with employers, training providers, local colleges, Higher Education Institutions, and other external organisations
- Develop characteristics e.g. social skills, communication, innovation, creativity, resilience, and leadership which support students to achieve highly in the curriculum and in their careers
- Inspire, motivate, and empower students to develop their aspirations at all key transition points leading to informed decisions
- Develop enterprise and employability skills including skills for self-employment
- Support inclusion, challenge stereotyping, and promote equality of opportunity

6 CAREERS CURRICULUM

The taught element of the Careers Education programme is delivered through PSHE lessons across all year groups 7-13. There are different units for each year group and these are outlined below. Additionally, departments also deliver careers education related to their specific subject area during lessons. Details of each unit, separate days and events and timings can be found in the **Careers Programme** in Appendix 1 in the **Careers Education Plan, which is reviewed**

annually

- Year 7 Careers Unit:

Knowing yourself and understanding what a career is.

Year 8 Careers Unit:

The Importance of Career Choices - The Real Game

Year 9 Careers Unit:

Choosing subjects and researching careers

- Year 10 Careers Unit:

Exploring career options and building skills

- Year 11 Careers Unit:

Making plans and taking next steps

- Year 12 Careers Unit:

Reviewing choices and preparing for the future

- Year 13 Careers Unit:

Moving into higher education and employment

Pupils in all year groups will have access to a range of extra-curricular clubs and a wide range of experiences enabling them to see of the world of work in different contexts, helping them to understand different subjects and their application in the real world, as well as potential work opportunities and careers in the future.

Pupils with Special Educational Needs or Disabilities (**SEND**) and those pupils in receipt of **Pupil Premium** receive personalised support from the SENCO, independent careers advisor and external bodies where appropriate.

7 INFORMATION AND RESOURCES

Pupils at Hampton Court House School are provided with several ways to access information on different pathways and career options:

- Career Advisors
- STEAM Events
- UNIFROG (online UCAS, Apprenticeship and Higher Education platform) Years 12 and 13
- UCAS (online platform and programme) – Years 12 and 13
 - UCAS Careers Fair (Spring Term – Years 9, 10, 12)
 - *Dukes InvestIN Careers Programme (taught modules, weekend subject-specific experiences, one-day careers assessment centre)*
 - *Sixth Form small group weekly guidance sessions including life skills and preparing for life after school*
 - *Sixth Form Programme, including leadership and development coaching as part of the HCH DYLA programme*
- Access to information from employers (local, national, and international), apprenticeship programmes, professional bodies, and organisations as well as former pupils.