

Caterham School Careers Education, Information, Advice and Guidance Policy

The purpose of careers education and guidance at Caterham School is to:

Work in accordance DfE Careers guidance and access for education and training providers (September 2022), including the Baker Clause and non-academic pathways, and the Gatsby Benchmarks, and independent guidance opportunities for all pupils, 11 – 18.
Encourage and enable pupils to develop and progress in learning and work in order to fulfil their potential. Therefore pupils aged 11 and over receive the appropriate careers guidance.
Help all pupils to develop the skills and gain the knowledge which will allow them enter the world of HE and work with confidence. This advice will be impartial and without bias or stereotyping.
Motivate pupils and assist them in making informed choices.
Involve parents/carers, the Old Caterhamians' network, local businesses and community partners in the overall programme
Ensuring that wherever possible pupils leave school with further education, training or employment.

The SMT, trustees and staff are committed to:

Ensuring that pupils achieve a broad range of learning outcomes based on the aims of careers education and guidance.
Providing career education and guidance entitlement for all pupils based on the principle that no individuals or groups should be

the support they need to make the right choices in Y9, Y11 and Y13
access up-to-date and unbiased information on future learning and training, careers and labour market information
support to develop the self-awareness and career management skills needed for their future
career lessons during tutor time and curricular Wellbeing from Y7 to Y11 covering options after school, the world of work, the job market and the skills needed for the future.
Years 7 and 8 focus, enabling independent guidance: pupils will sign up to Unifrog for careers investigation and preparation for the future which includes a careers library treasure hunt activity, looking at skills and strengths (What's Your Strength and Career Navigator cards) and how to improve them, as well as a careers drop-down day tailored to these younger years. All Year 7 and 8 pupils are invited to careers events too, have access to the Careers pages of Firefly and are exposed to the careers newsletter. They also participate in the Edge programme which includes the Caterham Connected innovation challenge.
at least four meaningful encounters with representatives from the world of work; this could be through work experience, assemblies, careers talks (in or outside lessons), projects and visits
to hear from a range of education and training providers, including colleges, universities and apprenticeship organisations; this could include visits and taster days, as well as assemblies, talks and meetings at school
the opportunity to relate what they learn in lessons to their life and career beyond school careers education, information, advice and guidance (CEIAG)

Gifted and Talented programme	Careers newsletter	Subject enrichment programmes through departments	Pop-up Careers Stand	
YEAR 11				
Careers evenings	6 th Form Study Buddy	Access to careers adviser by appointment, drop in or request of staff	Careers lessons through Wellbeing programme	Careers pages - Firefly
A level choices	University Fair	Gifted and Talented programme	Why work experience?	Careers twilight sessions
GCSE Mocks interview with A level choice discussion.	Work experience	Unifrog programme	Career videos	GCSE results day support. Includes A level choice guidance, alternatives to Caterham and what next
The Wright Society Medics, Dentists and Vets	Architecture Enrichment	Study Law Programme	Careers newsletter	Subject enrichment programmes through departments
Mini International University Fair	Pop-up Careers Stand			
YEAR 12				
Careers evenings	Oxbridge programme	Access to careers adviser by appointment, drop in or request of staff	Follow up interviews	Careers pages - Firefly

**feedback from pupils and parents through surveys/feedback forms/informal discussions
feedback from staff through line management and other lines of communication with SMT**

Resource links

[The Gatsby Benchmarks](#)

**Clare Brown, September 2023
Next Review: September 2024**