Our Rock Academy

Careers Education, Information, Advice and Guidance (CEIAG) Policy

" A nurturing, ambitious and inclusive school where every child feels known, valued and connected."

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Resilience, Ownership, Creativity and Kindness

Introduction

At Our Rock Academy we believe that every young person deserves to leave school with the confidence, knowledge and skills to build a successful and fulfilling adult life. Careers education is not viewed as a standalone subject but as an integral part of our curriculum and our commitment to preparing pupils for adulthood. Through a carefully planned programme of Careers Education, Information, Advice and Guidance (CEIAG), we enable pupils to understand themselves, recognise their strengths, develop aspirations and make informed decisions about their futures.

As an independent specialist school, we recognise that many of our pupils may require additional support in overcoming barriers to education, employment and independent living. Our careers programme is therefore personalised, ambitious and responsive to individual need. It seeks to broaden horizons while ensuring that every pupil is equipped to make realistic and informed decisions that reflect their interests, talents and aspirations.

The school is committed to ensuring that careers education supports pupils in becoming confident, resilient and independent young adults who are well prepared for the next stage of their education, training or employment. Careers education forms a key element of our Preparation for Adulthood curriculum and is closely linked to personal development, employability, life skills and the wider curriculum.

Purpose

The purpose of this policy is to explain how Our Rock Academy delivers high-quality careers education and guidance for every pupil. It outlines the school's commitment to providing impartial information, meaningful employer engagement, workplace experiences and independent careers guidance in line with the Independent School Standards and the school’s own commitments.

The policy also demonstrates how careers education contributes to improving educational outcomes, raising aspirations and supporting successful transitions into further education, apprenticeships, supported internships, employment or other appropriate post-16 pathways.

Aims

The aim of the careers programme at Our Rock Academy is to ensure that every pupil develops the knowledge, skills and confidence to make informed decisions about their future. Through a carefully planned programme of careers education, information, advice and guidance, pupils are supported to recognise their strengths, explore a wide range of education and employment opportunities, and prepare for successful adult lives. The programme promotes ambition, independence and resilience while ensuring that careers guidance is personalised to meet the needs of each pupil and reflects their aspirations, interests and individual outcomes.

Although Our Rock Academy is an independent school, it is committed to delivering careers education that reflects national expectations and recognised best practice. The school's careers programme has been developed with reference to current Department for Education statutory

guidance, the Independent School Standards, the SEND Code of Practice, the Careers Development Institute Framework and the Gatsby Benchmarks.

The school recognises that effective careers education should begin early, build progressively throughout a pupil's school career and continue to support transition into adulthood. Our careers programme is designed around these principles and is reviewed annually to ensure that it reflects current legislation, labour market information and emerging good practice.

Guidance and Standards

The policy reflects current Department for Education careers guidance, the Independent School Standards, the SEND Code of Practice, the Careers Development Institute Framework and the Gatsby Benchmarks. The school is committed to meeting recognised national expectations for high-quality careers education

The Careers Programme

Careers education is delivered through a planned programme that extends across all year groups and forms part of the school's wider Personal Development and Preparation for Adulthood curriculum.

Pupils explore their own interests, strengths and personal qualities before investigating the wide range of employment sectors and educational opportunities available to them. As they progress through the school, they receive increasing opportunities to meet employers, visit workplaces, experience further education settings and participate in enterprise activities.

By Key Stage 4, careers education becomes increasingly personalised. Pupils work with staff and independent careers advisers to develop career action plans, prepare applications, practise interview techniques, write curriculum vitae and develop the employability skills required for successful transition into adulthood. Our Rock Academy commissions CXK to provide independent and impartial careers guidance, with support tailored to each pupil’s needs and transition plans.

Throughout the programme, pupils are encouraged to reflect upon their experiences and use these to inform future decisions.

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Year 7	Self Development Identifying skills and interests	Identifying essential skills and qualities for an employee in the work place	Carry out a survey to broaden knowledge of skills and qualities in the work place	Online careers resource to identify how personal interests link to career choices	Identifying challenges in the work place and building self confidence in new or challenging situations	Exploring individual career pathway skills and requirements
Year 8	Self Development	Identifying essential skills and qualities	Carry out a survey to broaden	Online careers resource to	Identifying challenges in the work place	Exploring individual career

	Identifying skills and interests	for an employee in the work place	knowledge of skills and qualities in the work place	identify how personal interests link to career choices	and building self confidence in new or challenging situations	pathway skills and requirements
Year 9	Identifying local opportunities for continuing education and/or training	Finding out about an occupational area of an individual pupil's choice	Research recruitment processes used by local organisations and employers	Research equal opportunities in the workplace	Investigate details of a specific further education course/training programme	Preparing application forms/personal statements and CVs
Year 10 (including work experience)	Identifying local opportunities for continuing education and/or training	Finding out about an occupational area of an individual pupil's choice	Research recruitment processes used by local organisations and employers -	Research equal opportunities in the workplace	Investigate details of a specific further education course/training programme	Preparing application forms/personal statements and CVs
Year 11	Identifying local opportunities for continuing education and/or training	Investigate details of a specific further education course/training programme	Preparing application forms/personal statements and CVs	Interview expectations and techniques	Placements and outcome choices	Preparation for next steps

Employer Engagement and Work Experience

Pupils participate in meaningful encounters with employers and education providers together with workplace visits, enterprise activities and work experience where appropriate. Alternative work-related learning opportunities are provided when individual needs require a different approach.

Pupil Careers Entitlement

Year Group	Entitlement
Years 7–8	Careers learning within the curriculum, employer encounters, enterprise activities, careers assemblies and opportunities to explore interests and strengths.
Year 9	Independent guidance, transition planning, college and provider visits, Preparation for Adulthood review and careers action planning.

Years 10–11	Work experience or alternative work-related learning, mock interviews, CV preparation, applications, college visits and personalised transition support.

Gatsby Benchmark Summary

Benchmark	Our Rock Academy Commitment
1. Stable careers programme	Published annual careers programme reviewed by leaders.
2. Labour market information	Pupils access current careers and labour market information.
3. Individual needs	Provision personalised to each pupil.
4. Curriculum links	Subjects demonstrate links to future careers.
5. Employer encounters	Regular meaningful encounters with employers.
6. Workplace experiences	Work experience or equivalent work-related learning.
7. Further and higher education	Encounters with colleges, training providers and apprenticeships.
8. Personal guidance	Independent careers guidance at key transition points.

Annual Monitoring

The careers programme is reviewed annually through destination data, pupil and parent voice, employer feedback, evaluation against the Gatsby Benchmarks and review by the Governing Body.