

Careers Education, Information, Advice and Guidance

(CEIAG)

At the Harbour School we aim to support the life and development of our students. Preparation for future transitions should be smooth and well informed to facilitate effective career management. Careers Education, Information, Advice and Guidance (CEIAG) supports a young person during activities which enable them to gain a deeper understanding of themselves as they move through school life and beyond. They gain knowledge of the options that may be available to them in order to make realistic career decisions.

A comprehensive and progressive CEIAG programme supporting the choice of education and employment pathways whilst considering individual skills, attributes and beliefs, thereby promoting sustainable employability throughout future working lives.

Effective careers education and guidance has the capacity to make a positive contribution to the well-being of individuals, their families and their communities; aiding social and economic growth. By engaging students, teachers, parents and the local community we aim to enable our students to fulfil their potential and to achieve a successful future.

IAG How do students get this at The Harbour?

PSHE	Autumn	Spring	Summer	
Year 7				
Year 8			Careers and employability	
Year 9		Careers	Options/College applications	
Year 10	Making informed career choices Careers Fair (Ely)	Apprenticeship show	Careers Fair	Post 16 Options
Year 11	Making informed career choices Applying for Jobs and Courses Personal statements	Mock interviews		Work Experience
Guidance Interviews	Year 11 for college applications	Year 9 for options		
Transitions				
Year 6			Moving Up	
Year 9		Options	Taster Days	
Year 11	UCAS Process	Post 16 Option Evenings		

Overview

The school has a timetabled programme of Careers Education covering the full recommended range of topics, including transitions, career areas, labour market information, employability skills and attitudes. Students have encounters with providers of further education. Curriculum learning is also linked to careers. During the year the school brings in external speakers, arranges visits, and facilitates some individually-focused opportunities and placements for Year 9-11 students, tailored to their future educational and career ideas and aspirations. The Harbour School has strong links with Cambridge Regional College. We are pleased to be working on a number of projects within our Careers Education programme, which include CV writing, work experience, Employability Skills, employer events and mock interviews.

Work and Other Experiences and Employability

All students are encouraged to take part in at least one Work Experience opportunity in Key Stage 4. Further Education courses often encourage students to build up a portfolio of work placements. Parents can help by offering work experience or shorter shadowing opportunities.

Students are also encouraged to undertake a range of CV-building activities which develop the personal qualities and skills required to have successful future working lives. The students attending Cambridge Regional College on 'The Futures' course take part in timetabled employability lessons. As part of developing our students' employability and networking, we want to foster links with more local, national and international employers. We would be very grateful for any contacts regarding this, which can be directed to Miss Knibbs.

Monitoring Provision

The school's CEIAG provision is benchmarked against current best practice and legislation, and monitored using student/parent and other feedback, along with our destinations data. We currently follow statutory guidance and use the eight benchmarks in the Gatsby Foundation Report on Good Career Guidance for our benchmarking.

We review the impact of our CEIAG program and provision annually.

We aim to do everything we can to inspire and encourage each of our students to realise their full potential, and have happy and successful working lives.

For further information, contact Miss Knibbs, Head of Key Stage 4

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Useful websites

Websites for parents & careers:

<http://www.parentalguidance.org.uk/>

<https://nationalcareersservice.direct.gov.uk/Pages/Home.aspx>

Websites for students investigating different career paths:

<http://www.thisisengineering.org.uk/>

<http://www.youthoria.org/> (a careers website for 11 to 19 year olds in Cambridgeshire)

<http://icould.com/> (careers inspiration and information for young people)

<https://successatschool.org/> (for young people to explore careers, get information about top employers and look for jobs, courses and advice)

<http://www.getingofar.gov.uk/> (apprenticeships)

<http://www.careersbox.co.uk/> (videos about different careers)

