Leverhulme
Church of England and Community Trust

CEIAG Policy
Careers, Education, Information, Advice & Guidance

21/09/26

Rivington & Blackrod High School & Sixth Form

Aims and Objectives:

- All students from Year 7 at RBHS are entitled to comprehensive careers education based on impartial advice in line with statutory guidance. This includes education, training and employment opportunities.

- RBHS seeks to challenge preconceptions and raise the aspirations and focus of students. Therefore, partnerships with parents, carers, businesses, their employees and teaching staff are vital.

- RBHS work towards providing equality of opportunity and access to all students whilst reducing disadvantage and promoting social inclusion.

- RBHS sees the CEIAG programme as an integral part of developing the student whilst. Through this, skills, attitudes and abilities are developed that will enable students to undertake the responsibilities and experiences of adult life and the world of work.

CEIAG is a planned and distinctive element of the whole school curriculum. School assemblies from employers, further and higher education establishments supplement this.

From Year 7 upwards, students are invited to the careers fair, allowing them the opportunity to meet with representatives from industry and Further Education to discuss career aspirations. Students are also given the opportunity to engage in activities including professional talks and introductions into different vocational areas.

From Year 8 upwards, students are given the opportunity to listen to professional people and find out about career pathways.

From Year 9, students are given the opportunity to take part in workshops to get a taste of different subject areas and vocations. Students in Year 9 will be given the opportunity to attend an Options Marketplace with parents, where they will find out about different subjects and the jobs these subjects can lead to.

From Year 10 upwards, students and parents are invited to the Careers Fair, allowing them the opportunity to meet with representatives from industry, Further Education and Higher Education to discuss career aspirations. Students in Year 10 also have the opportunity to take part in a one week work placement where they will be able to sample a real life working week.

From Year 11, students become familiar with applications, cv's and interviews, and receive IAG on the various routes into employment. They also have the opportunity to meet with a Connexions advisor to have a 1:1 interview.

During KS5 students receive guidance on university choices, mock interviews, UCAS applications, university drop-ins and a range of weekly lectures from representatives of Higher Education and Industry.

CEIAG is an important element of the whole curriculum, relating to all key stages and areas of learning and experiences – culminating in preparation for eventual employment by the end of both Post 16 and Post 18 education. RBHS are working within the guidelines of the eight Gatsby benchmarks, which are as follows:

1. **A stable Careers Programme**

Good communication and teamwork underpin activities and support for students. The programme includes activities for all students from years 7 to 13 that are delivered through:

- Assemblies
- Enrichment activities
- Form tutor time
- PSCHE lessons
- Employer encounters
- Workplace experiences

The school has completed the Compass evaluation and is using it to drive improvement. They have contracts with an external guidance provider to offer information, advice and guidance to students. The Enterprise Adviser is helping with the ongoing development of a programme that has a high impact on students.

2. **Learning from Careers and Labour Market Information**

Students and parents have access to good quality information regarding CEIAG and Labour Market Information via the Careers Section on the school website. This section contains information on specific events being held both in and outside of school. It also has links to a range of careers based websites, which are both interactive and informative.

3. **Addressing the Needs of Each Student**

All students in Years 7-13 have access to a Connexions Advisor who is based in the Connexions Hub. Advice and support is tailored to the needs of each student and equality and diversity considered throughout. Connexions develop and maintain systems for recording individual advice and careers interventions given to each student. Connexions explore destination figures for Key Stage 4 and post 16 students and identify any deficits in take up of pathways, subjects or courses that could be addressed by better tailoring of the careers programme. RBHS use the compass evaluation tool to assess how well existing provision meets the needs of all students.

4. **Linking Curriculum Learning to Careers**

Personal development education (PDE) is taught directly to years 7-11. The overall aim of PDE is to prepare students for future life. It is a developmental programme through which

pupils acquire knowledge, understanding and skills that they need to manage their lives now and in the future. Departmental subjects receive employer visits relating to specific careers. Departmental subject displays show career paths of where subjects can take you.

5. **Encounters with Employers and Employees**

Students have multiple opportunities to learn from employers about work, employment and the skills that are valued in the work place. This is offered via the annual careers fair, work experience programme, mock interviews, visiting guests, mentoring assemblies and inspirational speakers.

6. **Experience of work places**

RBHS have established strong and sustainable relationships with employers. Students in KS4 and KS5 have the opportunity to complete work experience and work visits. This will help with their exploration of career opportunities and expand their networks.

7. **Encounters with Further and Higher Education**

All students have the opportunity to have access to Further and Higher Education Providers. All students are invited to attend the Careers Fair and all students and parents from Year 10 upwards have the opportunity to attend to the, 'What is your future fair'. KS4 and KS5 students are invited to take part in university talks from visiting speakers; take part in university visits/taster days. Apprenticeships and college providers deliver presentations on the various opportunities available to our students.

8. **Examples of Personal Guidance**

RBHS is committed to working within local clusters of education and training providers, including universities, colleges and apprenticeship providers to present pupils with the full range of opportunities in further study, training and work. RBHS aim to keep the number of young people who become NEET (not in education, employment, or training) to an absolute minimum. All students in years 7 – 13 and parents have access to impartial careers guidance interviews with the Connexions Advisor.

Entitlement:

RBHS has a responsibility to ensure sufficient support is provided for all of our students, promoting well-informed and realistic decisions. In line with statutory guidance, the school provides access to impartial and independent advice about the range of education and training options that are most likely to help young people achieve their ambitions.

The school will be free to arrange careers guidance that fits the needs and circumstances of our pupils and will be expected to work, as appropriate in partnership with external and expert providers.

RBHS will secure access to impartial face-to-face careers guidance where it is the most suitable support for young people to make successful transitions; particularly children from disadvantaged backgrounds or disabilities.

Careers guidance will include information on all options available in respect of 16-18 education or training, including Apprenticeships and other work-based education and training options as well as post 18 options.

RBHS will provide information, when appropriate to local authorities to ensure stakeholders know what services are available and how young people can be referred for support.

Responsibilities:
RBHS will decide the careers guidance provision to be made available based on the needs of students and opportunities available in line with national entitlements and with statutory requirements.

RBHS students will receive independent and impartial advice about all of the mainstream education, training and employment opportunities on offer, regardless of their indvidual circumstances. For those with learning difficulties and/or disabilities, this advice should also include information on the full range of specialist provision that is available.

Monitoring, Evaluation and Review:
RBHS assesses the impact of the Careers Programme on pupils through monitoring and evaluation. This is achieved by various means:

- Online evaluation tools – Compass
- Student destination ex year 11 and year 13
- Employer feedback from the work experience programme
- Connexions service carry out annual evaluations with all students who have attended one to one interviews
- Termly review/visits of students on extended work placements

RBHS consults with stakeholders in order to evaluate and improve the delivery of CEIAG.

Managing and implementing the schools CEIAG policy is the responsibility of A Brown – SLT link/Head of Personal Development and C Latham – Careers & Work Experience Co-ordinator.

September 2026