

Careers Education, Information, Advice and Guidance (CEIAG) at Baginton Fields School

Introduction

At Baginton Fields each student has an entitlement to CEIAG that is relevant to their individual needs and circumstances. We aim to ensure that the CIAG is delivered in a method that is accessible to each student and prepares them for the next stage of their adult life once they leave their studies at Baginton Fields School. CIAG is delivered in partnership with an externally employed Prospects Careers Adviser, school staff, parents and members of the local community. We recognise the importance of supporting our learners' and parents' / carers' decision making as they approach transitions and consider future options into adulthood.

Rationale

At Baginton Fields CEIAG has an important contribution to make to the education of all our learners for them to make an effective transition into adulthood. We provide a wide range of personalised opportunities for students to learn about, through and for work / transitions in a range of context for them to make informed decisions.

Baginton Fields endeavours to provide a personalised programme of CEIAG that raises aspirations and challenges stereotypical thinking that students may encounter in wider society. CEIAG provides information about possible work opportunities relevant to our students as well as future study options tailored to our student needs. CEIAG is woven across the curriculum content at Baginton Fields to ensure that students are aware of the relevance of all areas of the curriculum to future post school pathways.

Aims

- To develop the students' skills, knowledge and attitudes to prepare them for adulthood.
- To be aware, alongside their parents / carers, of the full range of post 19 options available including work, training, study and those options provided through social care.
- To know where to access appropriate forms of information, guidance and resources for all options for adulthood.
- To provide students and their parents / carers with informed and impartial guidance on all choices available post school.
- To provide full information of the changes that the student can expect when moving from one key stage to the next within school.

Entitlement

All students from Year 13 onwards have access to independent advice via the Prospects Careers Adviser.

Throughout the whole school we provide teaching to enable students to be able to express their views clearly and coherently, to make choices and have the confidence to express their needs and desires. Pupil voice is very important in all aspects of school life and students are routinely enabled to express their opinions on a whole variety of topics including their aspirations for the future.

In Key Stage 3 students are taught about the world of work through various themes. They complete the ASDAN New Horizons Curriculum Programme which also includes modules about the world of work. In Year 9 at Annual Review parents / carers and students are given information about the curriculum and organisation in Key Stage 4.

In Key Stage 4 students are taught about the world of work through such themes as Animals, Holidays, Save the Planet and Horticulture. Students are taught the skills and encouraged to take on jobs and responsibilities around school. At Annual Review parents / carers and students are given information about the curriculum and organisation in Key stage 5.

Throughout the key stages job roles of those who work within school are explored – teachers, support staff, administrative roles, finance, IT, catering, drivers, escorts, site services. Members of the local community are encouraged to visit school and explain something of their job role to the students e.g. police, firefighters, dentists, doctors, social care, health professionals. Students also make visits into the local community and experience people who have wider job roles such as retail staff, catering staff, leisure centre staff.

In Key Stage 5 the whole curriculum is based around skills and knowledge that the students will need to live as independent a life as possible once they have left school. Students learn through work related learning courses in animal care, horticulture, enterprise, catering, carpentry, grub club and creative industries (sewing, singing, music). Most courses are externally accredited through ASDAN modules in Personal Progress or Personal and Social Development, others are internally accredited. The work related learning courses that students follow are dependent on aptitude and interest.

Internal work experience is completed by students within school admin roles, classroom support, sports leadership, lunchtime supervision, site services, handyman and ICT technician. There are also opportunities outside school to experience the world of work with groups visiting Bevan Court Elderly Care Home for a block of time and a few students each year completing the Creative Bridges project run by Herbert Art Gallery. This allows students for one day a week to experience jobs in the creative industries and gain external accreditation through an Arts Award and Employability qualification.

Students studying at Entry Level 2 and above in Key Stage 5 complete an ASDAN Certificate in Employability. External work experience for these students is organised through Prospects. The student has a choice of work experience covering a wide range of different jobs.

Providers of post school provision, including colleges, attend a transition forum as part of the Parents' Evening in October. Key stage 5 students also attend a transition event, to which parents / carers are also invited, hosted locally by external agencies, local colleges and social care providers. Once Year 14 students are clear of their post school destinations then further transition visits are made and post 19 providers also visit students in school. We ensure that comprehensive information on our students' achievements, personal skills and preferences are passed onto post school provision.

Students and parents / carers are given personalised information, advice and guidance on an annual basis at the Annual Review meeting when 'next steps for the future' is a standing item on the agenda.

Responsibilities

Head of Key stage 5 has overall responsibility for CEIAG at Baginton Fields School.

Heads of Key stage 3 and 4 are responsible for the curriculum elements of CIAEG in each key stage.

The Parent Support Advisor has specific roles with regards to students' transition to post school placements, particularly with regards to liaison with parents / carers.

The school employs an independent CEIAG advisor through Prospects. (Provides information on destinations 3 years after leaving)