

The City of Leicester College



Careers Education, Information, Advice and Guidance Policy 2022/23

	TO BE REVIEWED BY FULL GOVERNORS' COMMITTEE
Date Approved:	05/12/2022
Governor Name:	
Governor Signature:	
Next Review:	December 2023

Rationale

The City of Leicester College is committed to preparing all of our students for the opportunities that will present themselves in their life beyond our institution. A coherent, planned and structured programme of careers education, advice & guidance is vital if students are to make informed choices for their KS4 and KS5 options. The City of Leicester College is committed to delivering a programme of effective CIEAG for all students from year 7-13. Our key objectives are as follows:

- To raise the aspirations of students
- To make sure that when students leave TCOLC (16 & 18) that they progress onto appropriate destinations
- To meet and maintain the Gatsby Benchmarks
- OFSTED – To meet the standards expected in the Inspection Framework
- To serve the needs of the local community
- To develop transferable employability skills

Aims

- *To develop a thorough programme that meets the 8 Gatsby Benchmarks*
- *To equip all TCOLC students with the knowledge needed for them to make appropriate decisions about their post-16/Post/18 destinations*
- *To reduce the number of students leaving at 16 & 18 without appropriate destinations*
- *To help TCOLC students develop skills which will help them in the labour market*

Delivery

The college objectives will be met by the delivery of the TCOLC Careers Improvement Plan (TIP). This document will be reviewed on an annual basis. Key staff involved in the delivery of CEIAG have been identified for the delivery of the plan and the Gatsby Benchmarks:

- Overall responsibility – Careers Leader
- Heads of Year – Benchmarks 5 & 7
- Careers Leader & Adviser – Benchmarks 1,2 & 3
- Head of Department – Benchmark 4
- Careers Advisor and Sixth Form – Benchmark 6
- The college is part of the EAN and the Leicestershire Careers Hub. This provides access to external support to help in the delivery of the Gatsby Benchmarks.

All students at TCOLC will receive a programme of CEIAG that will

- Help them understand themselves and their skills
- Develop their skills for working life
- Help them to understand the nature of different courses and qualifications that they will need to pursue their goals
- Improve their understanding of 16+ and 18+ options
- Help them prepare effective applications for employment, education or training
- Develop confidence and interview skills
- Help students to understand and utilize relevant LMI

Impact Measurement

- Overall provision reviewed annually (summer term) – monitored by Careers Leader. Careers leader to produce Careers TIP and feed this into the whole school development plan (CIP)
- Compass+ continuously updated by Careers Adviser. Reviewed termly.
- Compass + tool used termly to review progress against Gatsby Benchmarks – Careers Leader and advisor
- PHSE curriculum reviewed annually
- Curriculum for all subjects monitored by Heads of Department/STEM Coordinator to ensure careers provision. Careers provision is included in the college 6 Curriculum principles
- External destinations data
- In 2023-23 Unifrog data will track student engagement. This data will be uploaded to Compass+ termly.