

Stanborough



# CAREERS AND ENTERPRISE POLICY

**Reviewed by:** Full Governing Body

**Date of Issue:** December 2023

**Date of next Review:** December 2024

**Responsible member  
of SLT:** Zoe Armitage

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**Grow and Succeed**

High Expectations | Mutual Respect | Quality Learning | Success for All

This policy is set within the school's four principles of:

**High Expectations    Quality Learning    Mutual Respect    Success for All**

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Careers education and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life. A planned progressive programme of activities supports them in choosing 14 – 19 pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives.

Stanborough School is committed to providing our students with a programme of careers education, information, advice and guidance (IAG) for all students in years 7 – 13.

## **Aims**

Stanborough Careers Education and Guidance policy has the following aims:-

- to provide a careers programme that is known and understood by students, parents, teachers, governors and employers
- To learn from career and labour market information
- To address the needs of each student at different stages of their education
- To link curriculum learning to careers
- To give students opportunities to engage with employers and employees
- To give all students the opportunity to experience at least one workplace
- To ensure all students understand the full range of learning opportunities available to them e.g. academic, vocational, learning in schools, colleges, universities and in the workplace.
- To ensure every student has the opportunity for personal guidance
- To raise students awareness of employability skills

## **Implementation of Careers Education**

Careers Education takes part in a variety of ways: through planned sessions in Years 7 – 13 supported by Careers Leader and delivered by tutors, at key appropriate points throughout the academic year and through activities in tutor times. In addition, subject teachers embed careers education in their lessons to contextualise the learning and bring it to life. All students participate in at least one work shadowing and work experience by the time they leave school at the end of Year 13. This is alongside all students having a least one meaningful employer encounter each year (rising to two years for Years 8-13 from January 2023, in order to meet the new Provider Access legislation) which takes part during lessons, assemblies, whole/part day activities and planned external visits throughout the year.

## **Equality and Diversity**

Careers education is provided to all students and provision is made to allow all students to access the curriculum. Students are encouraged to follow career paths that suit their interests, skills and strengths with the absence of stereotypes. All students are provided with the same opportunities and diversity is celebrated.

## **Implementation of Careers Guidance**

### **1) Careers Guidance support**

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- available to all students
- available as individual interviews with Careers Leader, SLT, middle leaders and Services for Young People (SfYP) advisors as appropriate throughout the year
- available advice and guidance at Careers Events and whenever significant study or career choices are being made e.g. Year 9 options and Post 16 choices
- Tailored careers group work based on students' needs throughout the year
- external sources of advice and guidance made available for all students via display boards in school, social media, Stanborough Times, twitter and emails to students and parents

## 2) Careers Fairs and Opportunity Days/Employer encounters for example

- Emirates University and apprenticeships search fair
- Future Heroes Fair (Health and Social care careers Expo)
- Employer visits
- Employer led career lessons/days
- Guest speakers from various professions
- College taster days
- Year 11 induction sessions
- Year 9 have an extended assembly enabling more informed choices of GCSE options
- Employer mentoring
- 6<sup>th</sup> form work shadowing week
- Year 10 Get Work Ready day
- Year 8 work shadowing day
- Extended work experience

## 3)

Further details of our stable careers programme can be found in the Stanborough School Careers Strategy, which is available on the school website.

## Parents and carers

Parental involvement is encouraged at all stages. Parents are kept up to date with careers related information through letters, newsletter, emails, schools website, Twitter and at open evenings. Parents are welcome at careers interviews and where appropriate are invited.

## Partnerships

A partnership agreement is in place with the Careers and Enterprise Company which enables senior business volunteers to work with our school to build employer engagement plans. The purpose of the network is to create powerful, lasting connections between local businesses and our school. Our continued ongoing agreement in place with YC Service for Young People is to support our careers programme and offer advice and guidance to students. We have a strong ongoing partnership with Paypoint, MBDA ICE, Willmot Dixon, Glaxo SmithKline and Airbus. We also have employer mentors for some of our students and have over the years built up great links with our work experience providers.

## Monitoring Review and Evaluation

Careers Education is monitored and evaluated annually through meetings with the Deputy Headteacher with Line Management responsibilities for careers, the careers leader, advisors, administrators and linked careers governor. The provision for career guidance and any partnerships are assessed yearly in light of changes in provision and school needs.

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## Other

Career talks are organised for our students aimed at increasing awareness of specific careers and the typical qualities sought by organisations when recruiting.

The Welwyn and Hatfield Consortium have purchased the online destinations platform Unifrog, in order to support our students with their careers related learning. Unifrog is available to all students and parents. It is used as the main source of delivery for careers lessons. All students in Years 7-10 use Unifrog during tutor time once a fortnight. Sessions are delivered by tutors and focus on topics relevant and specific to the year group.

Students are also able to use the LRC or the school website careers page where they will be able to access relevant information online about courses and careers.

It is also possible for students from all year groups to make an appointment with Services for Young People 'one stop shop' outside school.

## REFERENCED POLICIES

## DOCUMENT CONTROL

Document Control		
Edition	Issued	Changes from previous
1		New Policy
2	December 21	Minor changes re service name changes
3	December 22	Addition of extra employer encounter and use of unifrog
4	December 23	Removal of Careers Hub information and addition to Partnerships

## End of Policy

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