

**WREAKE
VALLEY**



ACADEMY

Wreake Valley Academy

Careers Education, Information, Advice and Guidance Policy

Date of review	November 2025
Date approved by SLT	November 2025
Date of next review	November 2026

Signed on behalf of the Local Advisory Board

Chair of Governors

Wreake Valley Academy

Updated November 2025



Careers Education, Information, Advice and Guidance Policy

VISION

A future where every student embraces their aspirations, unlocking their full potential to achieve success.

We are committed to nurturing a dynamic learning environment that fosters the development of essential skills, empowering students to confidently navigate diverse career paths and make meaningful contributions to society.

CEIAG POLICY

Wreake Valley Academy & Bradgate Sixth Form recognise that learning is a lifelong process and that Careers Education, Information, Advice and Guidance (CEIAG) are integral to this.

We believe that CEIAG should be of the highest possible quality and relevant to students needs.

- All students are entitled to participate in a planned programme of activities related to CEIAG regardless of gender, disability or cultural background.
- Activities are provided to enable students to review and develop their individual strengths and qualities and thus gain in self esteem. This will impact on all areas of students' progress.
- The CEIAG programme is designed to help prepare students for the opportunities, responsibilities and experiences of adult and working life. This will involve them in gaining knowledge, developing skills and attitudes that will enable them to make independent decisions and choices about their future.
- It is recognised that some students will require additional help from staff and other outside providers in order to achieve this.

Whole school documentation to support: Provider Access Policy, School Prospectus, Teaching and Learning Policy, Equal Opportunities Policy, SEND Policy, Care and Guidance Policy, SEF and Whole School Development Plan.

INTENT

A progressive and aspirational Careers Programme that helps students develop the skills and knowledge needed for the next step in their lives.

- Students and parents can access all the information they need to make informed choices about the future.
- ALL students have access to experiences that support and inspire them to consider a wide range of pathways and opportunities
- Careers & Employability embedded in all curriculum areas
- Staff that are knowledgeable about careers and confident to talk about ALL the pathways available to students
- A flow of people from the world of work, in and out of the school, bringing local knowledge, inspiration and information about the opportunities available, and the skills and attributes local employers need

RATIONALE

The school policy for CEIAG:

- Ensures consistency of practise for participants involved in CEIAG.
- Provides a comprehensive understanding of provisioning and how it is organised for staff, parents, the wider community and outside agencies.
- Provides opportunity to measure quality of provision.

This will be achieved in the following ways:

- Regular planned CPD for staff (Inset).
- Planned schemes of learning.
- Planned enrichment opportunities.
- Interventions across the academic year for all year groups.
- A dedicated post to co-ordinate careers provision.
- Regular Quality Assurance of CEIAG carried out throughout the year.

This policy is in accordance with the statutory guidance

- Careers guidance and access for education and training providers (Updated 8 May 2025)
- Skills for jobs: lifelong learning for opportunity and growth (white paper)

Our Provider Access Legislation policy can be found separately.

STUDENT ENTITLEMENT

All students from Year 7 to Year 13 participate in a planned, co-ordinated programme of CEIAG. Careers Education is an integral part of the PD programme at KS3, KS4 and KS5. It aims to equip students with the following concepts which underpin CEIAG:

- Self Development: to understand themselves and the influences on them.
- Career Exploration: to investigate opportunities in learning and work.

- Career Management: to make and adjust plans to manage change and transition.

CAREERS GUIDANCE

All students are given advice and guidance from relevant adults including form tutors, teaching assistants, subject teachers, careers lead and a careers advisor. Specific and targeted transition support for students who may be vulnerable is also provided. This includes students with an Educational Health Care Plan.

Key Personnel Involved in CEIAG Programme development and delivery

- Careers & Aspirations Lead with responsibility for CEIAG.
- SLT Careers link
- Head of School with responsibility for Quality of Education
- PD co-ordinator
- SENDCo
- Pastoral Team.
- Tutors
- Students through consultation and joint working.

RESOURCES

Budget – The budget for the CEIAG Provision; Staff are matched to delivering the CEIAG programme through skills, experience or an interest in developing in this area. CPD resourcing is allocated through the whole school CPD budget.

COLLABORATIVE PARTNERS

The school works in collaboration with a number of organisations outside of the Bradgate Education Partnership trust to provide a first class careers education for our students. This includes

- The Leicester and Leicestershire Enterprise Partnership
- The Careers and Enterprise Company
- Leicestershire County Council
- SDSA
- Unifrog
- The University of Leicester
- De Montfort University
- The Elephant Access Group
- The University of Lincoln
- Leicester Education Business Company
- OWL Careers Education Company
- SMB college group
- Loughborough college
- MV16
- Leicester college

- WQE
- Astons Estate Agency
- Melton Learning Hub
- The Army Careers office
- NHS
- Fire Service
- Fashion Academy
- Leicester City Football club
- Heart of England Training
- Dunelm
- The Post Office

PROVIDER ACCESS

Details can be found in the separate Provider Access Policy.

Employers are encouraged to contact the school, by contacting the Careers & Aspirations Lead, details can be found on the school website, to offer their support and knowledge giving students an insight into their industry. Employers and employees will have access to facilities to deliver sessions like the school hall or classrooms all which have ICT.

RESPONSIBILITIES

- SLT responsible for supporting the CEIAG provision within Wreake Valley Academy as appropriate to individual roles and responsibilities.
- Careers & Aspirations Lead responsible for collaborating with PD staff to produce a Career Education scheme of learning, lesson plans and materials. To review and evaluate the provision. To liaise and co-ordinate appropriate work with external providers.
- SEND department to work with appropriate staff to signpost and support identified young people and advise the Careers Lead and, PD staff on appropriate differentiation for identified young people.
- Pastoral to signpost and support identified young people.
- All staff have responsibility in effective delivery of CEIAG provision, be part of the evaluation and development of the programme.
- Students have a responsibility in contributing to the programme and its effective evaluation. Monitoring and Evaluation
- To ensure regular QA of the CEIAG provision is carried out and acted upon to maintain high quality provision for all students
- To develop and review policy and practice accordingly
- To ensure staff are updated on any CEIAG developments and relevant CPD is delivered accordingly.

KEY PERFORMANCE INDICATORS

The success of our CEIAG programme will be measured by the following:

Careers Culture

- . Gatsby Benchmark self-assessment
- . Ofsted comments
- . Staff survey
- . Number of relationships created with community partners and the world of work
- . Careers embedded in schemes of learning (BM4)

Parental engagement (with careers)

- . Website analytics (hits on parents' careers pages)
- . Attendance at careers events
- . Parent Survey

Student personal development

- Future skills questionnaire (FSQ)
- Work Experience
- Unifrog

Destinations

- . What were the destinations of Year 11 and Year 13 last year?
- . What proportion went on to one of their intended destinations
- . What proportion have sustained their destination for 6 months?
- . What proportion of students went on to A Levels, T-Levels, L3 Apprenticeships or other L3 destinations?
- . Positive destination outcomes for vulnerable cohorts
- . NEETS