

CAREERS POLICY

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1. Introduction and Policy Statement

1.1 Blanchelande College is committed to providing an outstanding and extensive Careers Education, Information and Guidance programme for all pupils.

1.2 The policy is reviewed and developed annually through discussions with pupils, teachers, external careers advisors and parents. It is guided by the 'Gatsby' benchmarks to ensure best practice and to conform to statutory requirements.

1.3 This policy supplements and should be read alongside:

- Blanchelande College's Curriculum Policy
- Blanchelande College's PSHE Policy

2. Context

2.1 The Education Act of 2011 placed schools under a duty to ensure that all registered pupils in Years 8-13 have access to independent, accurate and impartial information, advice and guidance.

2.2 Careers guidance under this duty will:

- be presented in an impartial manner,
- include information on the full range of post-16 education or training options,
- promote the best interests of the pupils to whom it is given.

2.3 In January 2023, the DfE updated its statutory careers guidance in line with the Government's careers strategy to make sure that all young people in secondary school get a programme of advice and guidance that is stable, structured and delivered by individuals with the right skills and experience. The government also expects Governing Boards to ensure that the schools careers strategy is developed in line with the Gatsby Benchmarks and informed by the requirements set out in statutory guidance.

The careers strategy can be read online at: [Careers strategy: making the most of everyone's skills and talents \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/114121/careers_strategy_making_the_most_of_everyones_skills_and_talents.pdf)

The statutory guidance for schools, updated January 2023, is available at [Careers guidance and access for education and training providers \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/114121/careers_strategy_making_the_most_of_everyones_skills_and_talents.pdf)

In July 2021, the DfE further updated its statutory careers guidance to make it clear that schools and colleges should not promote Higher Education as a better or more favourable route than FE and apprenticeships; and should inform pupils

when evidence suggests that courses they are considering lead to poor career outcomes.

The Skills for Jobs white paper - The DfE also explain the importance of the skills and technical education reforms set out in the department's white paper, 'Skills for Jobs: Lifelong Learning for Opportunity and Growth' and how schools and colleges should highlight the opportunities these reforms will create for pupils.

The DfE's white paper; 'Skills for Jobs: Lifelong Learning for Opportunity and Growth' is available here: [Skills for jobs: lifelong learning for opportunity and growth - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/skills-for-jobs-lifelong-learning-for-opportunity-and-growth)

Blanchelande College recognises that university is not the only choice for pupils and that apprenticeships or the world of work can offer better outcomes. The school understands the importance of continuing to improve careers guidance so that pupils can make an informed choice between technical and academic options.

2.2 The 'Gatsby' Benchmarks – Blanchelande College uses the Gatsby Benchmarks to guide the Careers Provision because they are judged to be a best practice system for career guidance. From July 2021, the Government regards "Careers guidance" as the full range of activity delivered under the eight Gatsby Benchmarks.

[Embedding the Good Career Guidance benchmarks in schools and colleges | Education | Gatsby](#)

2.3 Baker clause – Schools and academies must give education and training providers the opportunity to talk to pupils in years 8 to 13 about approved technical two qualifications and apprenticeships from 2nd January 2018. The DfE has issued two guidance documents: *Technical education and apprenticeships: raising awareness in schools* and *Example policy statement on provider access*, which sets out what schools need to have in place to meet the requirements of the amendment to the Technical and Further Education Act.

Schools and academies must act impartially and not show any bias towards any route, be that technical or academic, and must promote the full range of technical options.

2.4 Independent Schools Standards -

ISI requires that independent schools should provide pupils with access to accurate, up-to- date careers guidance that—

(i) is presented in an impartial manner;

- (ii) enables them to make informed choices about a broad range of career options;
- (iii) helps to encourage them to fulfil their potential;
- (iv) is not stereotyped; and
- (v) is effective in preparation of pupils for the opportunities, responsibilities and experiences of life in British society.

2.5 With the government's reforms to technical education and skills and the impact that a pandemic may have on the labour market, Blanchelande College recognises there will be an increasing need to work in partnership with employers and other education and training providers to support pupils to prepare for the workplace and to make informed choices about the next step in their education or training.

3 Aims and Objectives

3.1 The aim of the Careers programme is to provide impartial, extensive and current career and labour market information to all pupils to allow them to make informed decisions about their future.

3.2 Objectives of the Schools careers provision:

- To provide an outstanding careers programme for every pupil
- To enable all pupils to learn from careers and labour market leaders
- To ensure the programme is addressing the need of each pupil
- To link curriculum learning to careers
- To provide opportunities for encounters with employers and employees
- To provide opportunities for experiences of work places
- To provide opportunities for encounters with further and higher education
- To ensure every pupil has personal guidance on careers

4 Provision Overview vs. Gatsby Benchmarks

This section provides an overview of Blanchelande College's Careers provision against the 'Gatsby' benchmarks.

4.1 Benchmark 1: A stable careers programme

- People:
 - The Head of Careers is responsible for leading and developing the Blanchelande College careers programme and is line managed by the Principal.

- There is a separate teacher responsible for UCAS applications. The careers programme is evaluated and revised annually through formal and informal feedback by the leadership team, teachers, pupils and parents.
- Unifrog, the careers and destinations platform, is used by all Senior year groups for careers activity tracking and careers education.

4.1 Learning from careers and labour market leaders

- Labour Market Information (LMI) is dispersed through the Careers and Universities bulletin which is circulated to pupils, teachers and parents weekly through.
- All pupils have access to Unifrog and are taught how to use it for their independent careers and Higher Education research. This programme incorporates up-to-date LMI.
- Parents also have the opportunity to create a Unifrog account. Through this they can access and use information about labour markets and future study options to inform their support to their children.
- Year 10 have a several Work Related Learning opportunities that includes visits to businesses and invites a series of speakers in.
- Year 12 participate in week of Work Experience.
- Year 12 and 13 have the opportunity to learn from market leaders through our Professional Networks Programme (TELOS).

4.2 Addressing the needs of each pupil

- Each pupils' Unifrog account will follow them throughout their Blanchelande College career.
- Information and guidance given to all pupils about Post 16 and Post 18 alternatives, including vocational training apprenticeships.
- Unifrog allows the Head of Careers, phase leaders, form tutors and pupils to keep systematic records of engagement with careers activities and individual advice given. Pupils therefore have access to these records to support their career development.

4.3 Linking curriculum learning to careers

- Employability skills embedded into lessons in every year group, such as:
 - Teamwork (through paired and group exercises/projects)
 - Analysis, numeracy and problem-solving (through creative, scientific, mathematical and analytical tasks, group activities)
 - Organisation (through accountability for punctuality, prompt completion and submission of work, meeting deadlines and taking on leadership and team roles in groups)
 - Communication and Literacy (through practising language skills orally and in writing, sharing opinions and knowledge in class discussions and group

- work, giving presentations and writing essays)
 - Self-awareness (through feedback from peers and oral and written feedback and reports from tutors and teachers)
 - Teachers are encouraged to link their subject to the World of Work through in class activities, visiting speakers and trips to local businesses etc.
- Upper Senior students have the opportunity to be involved in Young Enterprise, GIFA Investment Challenge
 - All pupils in Year 10 – Year 13 attend the Careers and Skills Fair and the Higher Education Fair.
 - CV Writing is embedded in the PSHE program and there is an annual competition in the Trinity term, with external judges.

4.4 Encounters with employers and employees

- All pupils will;
 - receive information on opportunities of workplace visits, work experience, work shadowing, enterprise activities and employer talks and higher education presentations through TEAMS, Phase newsletter, specific school and year group talks.
 - attend the Careers and Skills Fair.
 - attend the Higher Education Fair.
 - have the opportunity to speak to an Army/Navy/Air Force representative, should they wish.

4.5 Experiences of workplaces

- All pupils will have access to information on work experience opportunities (both physical work experience and virtual work experience) opportunities.
- Work Related Learning fortnight in Year 10 and Work Experience week in Year 12.
- Year 10 can complete the Specsavers virtual work experience programme

4.6 Encounters with further and higher education

- All pupils will receive information and guidance on universities, and university alternatives, such as apprenticeships in Year 12 and 13.
- All pupils will attend:
 - the Careers and Skills Fair.
 - the Higher Education Fair.
- All pupils will have one-to-one support sessions in Year 12 & 13 to support next steps.
- There is an opportunity to visit a range of universities in the UK, organised by the sixth form team in Year 12.

4.7 Personal guidance

- Morrisby psychometric testing is offered in Year 9 and 11, with a personalised guidance meeting
- All Year 11 pupils receive personal guidance meeting from a member of SLT
- All Year 12 and 13 receive personal guidance from sixth form tutor and Head of Careers and Head of Sixth Form
- UCAS coordinator guides the sixth form students through the application process
- Head of Careers guides sixth form students in other Post 18 activities

5 Careers programme overview by year group

5.1 All year groups

- Careers information and employability skills embedded into our curriculum
- Trips, visits and speakers
- Work Experience opportunities and UCAS application support
- Extra-curricular competitions and events (e.g. Young Enterprise, Walkers Business School, Collas Crill Moot, GIFA investment challenge)
- Opportunities extended to students through TEAMS and form tutors
- Careers updates in upper seniors and sixth form newsletters
- Visits by Army/Navy/Air Force engagement teams
- Guest speakers and visits to science related business during National Science Week
- National Careers Week activities
- Specsavers virtual work experience
- Use Unifrog, the careers and destinations platform

5.2 Lower Seniors

- Six week careers module with PSHE (Unifrog)
- Morrisby psychometric testing (Year 9)
- CV writing competition

5.3 Upper Seniors

- Six week careers module with PSHE (blend of Unifrog and PSHE association materials)
- Yearly visit to Higher Education Fair (Raising Aspirations visit)
- Yearly visit to Careers and Skill Show
- TELOS guest speaker programme
- CV writing competition
- Visits to local businesses (Guernsey Dairy, Specsavers and Guernsey Post)
- Specsavers virtual work experience
- Work Related Learning opportunities (Year 10)
- REVAS boss competition
- GIFA Investment Challenge
- Business Breakfast (GCSE Business Studies)

- Morrisby psychometric testing (Year 11)
- Promotion of opportunities on TEAMS channels

5.4 Sixth Form

- Six week careers module with PSHE (blend of Unifrog and PSHE association materials)
- Higher Education Fair
- Careers and Skill Show
- Collas Crill Moot
- TELOS guest speaker programme
- Interview skills (Source Recruitment)
- Institute of Directors Management Shadowing
- GIFA Investment Challenge
- Walkers Business Summer School
- Post 18 careers on island (Careers Advisor)
- Promotion of opportunities on TEAMS channels
- Business Breakfast (A Level Business Studies)
- A-Level choice evening
- Work experience assembly and support
- Post 18 choices parent/student evening (Year 12)

6 Equal Opportunities

6.1 Blanchelande College is committed to ensuring that the careers provision is relevant to our pupils, and that the advice and guidance is appropriate, impartial, unbiased and independent of ability, social and cultural background, religion, sexual orientation, as well as physical and emotional needs.

7 Monitoring the Success of the Careers Provision

7.1 Feedback will also be sought using established pupil voice mechanisms and consultation with members of staff.

7.2 The careers programme is audited against the Gatsby Benchmarks annually using the Careers & Enterprise Company Compass Tool. The first audit was in September 2024.

Appendices

Appendix 1 TELOS guest speaker programme

[TELOS diary Y13 24-25.docx](#)

[TELOS diary Y12 24-25.docx](#)

[TELOS diary Y11 24-25.docx](#)

Work related learning fortnight

[Year 10 Work Related Learning Mon 10th – Wed 19th June 2024.docx](#)

[Work related learning Year 11&12 Summer 2023.docx](#)

Appendix 2: Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 8 to 13 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

Procedure: A provider wishing to request access should contact: Mr Hugh Tabel, Head of Careers, tabelh@blanchelande.sch.gg

Opportunities for access: A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the main school. Items will be reviewed by the Head of Careers and made available to all pupils at if appropriate.

Approval and review

Approved:

Next review: