



# **66. EOTAS SWINDON Careers Education Information Advice and Guidance (CEIAG)**

Amended November 2022

## **Introduction**

EOTAS SWINDON has a statutory duty to ensure that all students from Year 8 to Year 13 are provided with independent and impartial careers guidance. EOTAS SWINDON will provide timely independent information, advice and guidance to assist students in their next steps in training, education or employment.

High quality careers education and guidance in EOTAS is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

CEIAG is an important contributor to the education of all students in order for them to make an informed decision and successful transition from school to post-16 education, training or employment with training and remain in such provision until the age of 18 years old in line with the Raising of Participation Age for students who left at the end of Year 11 from 2014 onwards.

## **Purpose**

The key purpose of CEIAG is to provide students with the opportunity to engage in a range of activities and experiences that will contribute to their knowledge and understanding of the world of work and the qualification pathways suitable to meet individual students' needs. EOTAS SWINDON is committed to fulfilling more than its statutory duty in this area and providing students with exceptional support and guidance throughout their education at EOTAS SWINDON from Year 7 to the conclusion of their education within the Service.

We have a responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means we must act impartially, in line with their statutory duty or contractual requirement, and not show bias towards any route, be that academic or technical. We are committed to promote a full range of technical options. We are committed to providing opportunities to expose students to other education and training providers, in line with our statutory responsibilities under the 'Baker Clause', putting in place a range of opportunities for providers of technical education and apprenticeships to talk to all year 8 to 13 pupils about their education or training offer. This is vital to ensure that all pupils are aware of the benefits of apprenticeships, T Levels and other approved technical education qualifications and can consider them, alongside academic options, when making decisions about their next steps.

## **Aims**

The aim of CEIAG is to enhance students' education and prepare students for the transition to post-16 education, training or employment with training using the following methods:-

- Providing experiences that help raise motivation, attainment and aspirations
- Improving understanding of the world of work
- Ensuring appropriate provision and guidance
- Successful transition to post-16 education, training or employment with training until the age of 18 years
- Improving understanding of the expectations of post-16 providers and employers
- Empowering students to plan and manage their own future pathways by using motivational techniques
- Offering responsive guidance that allows for one to one sessions
- Providing comprehensive and impartial information, advice and guidance
- Actively promoting equality.
- Providing engagement opportunities to all students in addition the core curriculum outside of school

## **Method**

EOTAS SWINDON with accomplish the Aims of the Policy by:-

- Providing a range of opportunities that enhance the curriculum by way of visits to post-16 providers; visits to local employers; visits to school by local employers; taster sessions at local post-16 providers and visits from local post-16 providers.
- Promoting awareness of the world of work by way of visits to local employers, visits from local employers and, where appropriate, work experience placements for Year 10 and Year 11 students, and working closely with Swindon and Wilts Careers Hub to support these opportunities
- Promoting a range of opportunities and provisions which assist in raising aspirations and achievement by way of visits to careers events, including our annual EOTAS Careers Fair
- Promoting awareness and understanding of work, industry, the economy and local community in current areas of growth
- Relating skills, attitudes and knowledge learnt within school to the world of work and the wider world.

## **Evaluation of Impact**

- Compass Careers Benchmark Tool completed three times a year to evaluate Gatsby Benchmarks
- Post-16 destinations tracking

## APPENDIX A Policy Statement on Provider Access

EOTAS Swindon: 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 Lead for Careers and Destinations, [kate.hooper@eotas.swindon.sch.uk](mailto:kate.hooper@eotas.swindon.sch.uk) 01793 613406

#### 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:

	Autumn	Spring	Summer
Year 8	Employer/apprenticeship workshops Meetings with careers leads/advisers	Employer/apprenticeship workshops Meetings with careers leads/advisers	Meetings with careers leads/advisers
Year 9	Employer/apprenticeship workshops Meetings with careers leads/advisers	Employer/apprenticeship workshops Meetings with careers leads/advisers	KS4 options

Year 10	Employer/apprenticeship workshops  EOTAS Careers Fair for students and parents/carers: with local colleges, apprentice providers and employers including vocational and technical.  Meetings with careers leads/advisers	Life skills – work experience preparation sessions  Meetings with careers leads/advisers	Work experience week
Year 11	Employer/apprenticeship workshops  EOTAS Careers Fair for students and parents/carers: with local colleges, apprentice providers and employers including vocational and technical.  Post-16 applications  Meetings with careers leads/advisers	Post-16 interviews	Confirmation of post 16 education destinations for all students  Ongoing support from EOTAS summer destinations team  Support from Starting Point & SMASH for post-16 at risk of EET students

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

### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at each EOTAS college. The Careers Leads for each college are available to all students at lunch and break times.