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Queen Elizabeth Sixth Form College Careers Policy

Accepted by: Board of the College Corporation

Approving Body: Board of the College Corporation

Committee: Board of the College Corporation

Review Cycle: TBD

Last reviewed by: Meirion Baker, November 2023

Date for next review: TBD

Version: 1.0

1. Vision

1.1 The College will provide each student with high quality and independent careers education, information advice and guidance (CEIAG), enabling them to understand the pathways open to them, to make informed and aspirational choices about their future and to achieve their full potential.

2. Intent

2.1 The College is committed to fulfilling the requirements and expectations set out in the national Careers Strategy (2017), the careers Guidance for Further Education Colleges and Sixth Form Colleges (2018) and the Gatsby Benchmarks of Good Career Guidance.

2.2 Careers guidance forms an essential part of the College's support for the national Skills Agenda and our response to the Local Skills Improvement Plan (LSIP).

2.3 Through our delivery of CEIAG, the College aims:

- To ensure that each student receives impartial guidance that enables them to choose the most appropriate next steps whether those be in higher education, further education, training, employment or self-employment.
- To provide students with access to local Labour Market Information.
- To provide students with meaningful experience of the world of work
- To ensure that students develop the skills they need to find high quality employment, whether on completion of their course or through higher education or apprenticeships.
- To communicate effectively with students, parents and other stakeholders.
- To ensure that the College maintains strong relationships with higher education



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providers, employers and businesses.

- To support inclusion, challenge stereotypical thinking and promote equality of opportunity

3. Implementation

- A high-quality Careers Programme will be delivered through tutorials, covering a wide range of topics related to preparation for higher education, employment and apprenticeships. The Careers Programme begins in January of the First Year and continues until the completion of the Second Year.
- All students will have access to one-to-one meetings with one of two Careers Advisers, trained to Level 6. In addition, students will be supported by a Job Coach and a Work Experience Coordinator.
- All students will follow a skills development programme which is based on the Universal Skills Builder Framework. Students will benchmark their skills at the beginning and end of their courses and will undertake skills portfolio activities in tutorials.
- Contact with employers and higher education providers will be extensive with opportunities delivered through Higher Education and Careers Workshops, an Employment Fair, a Parents Higher Education event and a full programme of trips and visiting speakers.
- Students interested in a career in Engineering will be supported by a Future Engineers Scheme and those pursuing a career in Medicine by a Medical Society.
- Particular attention will be given to the CEIAG offered to Disadvantaged students to ensure that their progression planning is fully supported and aspirational.
- Destination patterns will be analysed and our approach to CEIAG will be modified in accordance to changes in student behaviours.
- Students intending to pursue alternatives to higher education will follow the College's 'Job Ready' programme in the Autumn Term of the Second year.
- All students will be expected to undertake some form of work experience, whether in person or virtual. Work Experience is a compulsory element of all Applied General courses.
- The College will work closely with the Careers and Enterprise Company and use its Compass tool, to ensure the highest possible levels of compliance with Gatsby Benchmarks.
- Applications to university will be supported by teachers, who provide academic reference material, Progress Tutors who manage and support each students' application, Careers Advisers and a UCAS Administrator.
- The College is committed to working towards and achieving the Quality in Careers Standard.
- Careers-related information and resources are available on Tutorial Google Classrooms, a Careers Google Classroom and on the College website.