



# CEIAG

## (Careers Education, Information, Advice & Guidance)

### 2022 - 2023



#### Introduction

At Denton Community College we ensure every students receives high quality careers education, information, advice & guidance (CEIAG) as an integral aspect of their curriculum. We understand how CEIAG motivates learners and inspires leaners, allowing them to make informed choices about their future pathways. Our CEIAG aims to raise the aspirations of our students, helping students emerge from school with the information and skills that will build not only provide opportunity, but will allow them to excel in the world of work. Our students want to achieve, we therefore see CEIAG as the responsibility Careers education and guidance as the responsibility of all stakeholders (students, staff, parents/carers and employers) to support their success.

#### Key Staff:

**Mrs S Graham - Assistant Headteacher (Progress & Guidance)** [s.graham@dentoncommunitycollege.org.uk](mailto:s.graham@dentoncommunitycollege.org.uk)

The member of the Senior Leadership Team responsible for the strategic direction of CEIAG at Denton Community College.

**Mr J Knott - KS4 Intervention & Careers Manager** [j.knott@dentoncommunitycollege.org.uk](mailto:j.knott@dentoncommunitycollege.org.uk) The member of staff responsible for the operational delivery of CEIAG across the curriculum.

**Mrs H Duffy - Head of Community** [h.duffy@dentoncommunitycollege.org.uk](mailto:h.duffy@dentoncommunitycollege.org.uk) The member of staff responsible for the organisation of Year 10 Work Experience.

**Mrs L Reeve - Careers Advisor Positive Steps** [LisaReeve@positive-steps.org.uk](mailto:LisaReeve@positive-steps.org.uk)

A Level 6 qualified careers advisor from a 'matrix accredited' company, who delivers 1-1 career advice sessions to students (Available 2 days a week).

**Mrs V Mellor - Careers Advisor Positive Steps** [VickiMellor@positive-steps.org.uk](mailto:VickiMellor@positive-steps.org.uk)

A Level 6 qualified careers advisor from a 'matrix accredited' company, who delivers 1-1 career advice sessions to students (Available 2 days a week).

#### Our Careers Programme of Study:

At Denton Community College we work to ensure all students have access to a wide range of opportunities and experiences, that help equip them to make informed decisions about their future pathways. In Key Stage 3 (KS3) we look to raise students' aspirations and support them in investigating future educational and professional opportunities. CEIAG forms a discrete strand within the PHSE programme of study, allowing students the opportunity to gain knowledge regarding future opportunities. Our annual 'DCC Careers Fair' builds on students' knowledge, providing all year groups the opportunity to meet a variety of employers from different employment sectors, as well as local Post16 vocational training providers.

From Year 9 onwards, students have the opportunity to explore a variety of Post-16 Further Education pathways into Higher Education, including visits to different universities across the country. Through workshops, assemblies and the Year 9 Options Evening, students are supported and given guidance in making their option choices for Key Stage 4. As part of their curriculum all students are provided with updated 'Labour Market Information (LMI)' on an annual basis to keep them informed regarding local national & global employment trends.

At KS4 the students are informed of the different Post-16 pathways through a variety of activities with local further education colleges as well as training and apprenticeship providers. These are delivered through assemblies, the 'DCC Careers Fair' and tutorial presentations. Each student's knowledge and skills are further developed through their curriculum, which includes further education college taster days, a week of work experience, application & CV writing support sessions, as well as mock interviews & feedback conducted by local employers.

As a school we aim to provide every student with all the information and opportunity to ask the necessary questions to make fully informed decisions about their future. To support this, in addition to the students' experiences and opportunities through the curriculum already outlined, each learner receives a 1-1 careers advice session with a qualified advisor from Positive Steps.

### **Work experience and links with local employers**

As a school we have established and developed excellent links with a significant number of local employers. We use these to provide valuable learning enrichment and experience opportunities for all our students. In Year 10, each student participates in a weeks work experience placement. We work alongside local employers who provide mentoring programmes for a number our students. Every student across the college has the opportunity to meet employers from different job sectors during our annual 'DCC Careers Fair and Year 11 students take part in a mock interview with a local employer who will then provide constructive feedback regarding their performance.

### **Opportunities with Post-16 providers**

We have strong links with all of our local colleges and they provide a number of opportunities for KS4 students to understand the different pathway options available to them when they leave school. In Year 10, all students have the opportunity to attend at least two Post-16 provider taster days, which allows them to experience college life and learn about the courses available to them. In Year 11, local Post-16 providers deliver a comprehensive programme of assemblies and form-time presentations. This introduces students to the opportunities available to them as well as important information regarding courses and entry requirements. They also support students with regular application sessions and attend careers fairs at the college. All local Post-16 providers are invited to and attend Parents' Evenings for students in Years 9, 10 & 11. They also attend our annual Year 11 Aspirations Evening and Year 9 Options Evening, providing opportunity for students and parents to discuss Post-16 opportunities directly with the providers.

### **Apprenticeship providers**

All students in Year 11 are provided with information regarding apprenticeships. Presentations are delivered by Greater Manchester Learning Platform and students who wish to pursue this pathway are supported through specific application writing sessions. We also work alongside a number of training providers who support Year 11 with their applications.

### **Higher education and university providers**

Students in Years 9, 10 and 11 are given the opportunity to visit a number of universities around the country. These range from campus tours and presentations on higher education, to subject specific days where students visit a department and take part in a variety of workshops. In Year 11 students also have the opportunity to attend Accessing Professions Days in Medicine and Law at the University of Manchester.

### **How do we measure and assess the impact of the curriculum in our careers programme of study?**

- Destination measures
- Work experience evaluation
- Student feedback
- Employer feedback

## Useful Websites for Students

- **iCould** (Discover your interests and what you could do) [www.icould.com/buzz-animals/](http://www.icould.com/buzz-animals/)
- **Greater Manchester Apprenticeship & Careers Service** [www.gmacs.co.uk/](http://www.gmacs.co.uk/)
- **National Careers Service** (Help for making decisions on learning, training and work) <https://nationalcareers.service.gov.uk/>
- **Prospects** (Search job profiles) [www.prospects.ac.uk/job-profiles](http://www.prospects.ac.uk/job-profiles)
- **Success at School** (Explore careers and the world of work) [successatschool.org/](http://successatschool.org/)
- **Not Going to Uni** (Opportunities outside of the traditional university route) <https://www.notgoingtouni.co.uk/>
- **Informed Choices** (Informed university information & choices) <https://www.informedchoices.ac.uk/>
- **UCAS** (Thinking about university?) <https://www.ucas.com/further-education/thinking-about-university>

## Useful Websites Parents:

- **Parental Guidance** (Helpful careers information for parents & carers) [www.parentalguidance.org.uk/](http://www.parentalguidance.org.uk/)
- **National Careers Service** (Skills & career assessment tools) <https://nationalcareers.service.gov.uk/>
- **BBC Bitesize** (Tips for your child's GCSE options) [www.bbc.co.uk/bitesize/articles/zdswf4j](http://www.bbc.co.uk/bitesize/articles/zdswf4j)
- **Gameplan** (Explore university with your child (ages 10-14)) [www.gameplan.ac.uk/](http://www.gameplan.ac.uk/)
- **Employees Matter** (Bring your child to work day) [www.employeesmatter.co.uk/bring-your-child-to-work-day/](http://www.employeesmatter.co.uk/bring-your-child-to-work-day/)
- **Bursary Fund** (Funding for students aged 16 to 19) [www.gov.uk/1619-bursary-fund](http://www.gov.uk/1619-bursary-fund)
- **UCAS** (Post-16 options and planning ahead) [www.ucas.com/](http://www.ucas.com/)
- **University Open Days** [www.opendays.com/](http://www.opendays.com/)
- **Discover Uni** (Thinking about university choices) [www.discoveruni.gov.uk/](http://www.discoveruni.gov.uk/)

## Education and training options for 16-18 year-olds and beyond

The diagram below is used with students to illustrate the educational pathways (academic & vocational) available to them from secondary through further and into higher education. It also shows the qualifications within the different levels of education e.g. GCSEs (Level 2), A'Level & Advanced Apprenticeships (Level 3) etc.

Date for review – September 2023

