



Student Entitlement to careers education, information, advice and guidance (CEIAG) at OFA

CEIAG is about helping students to plan for their future by equipping them with the knowledge, skills and attitudes to make informed decisions about the choices open to them and to make successful transition through learning and into work.

The main themes are –

Developing through careers, employability and enterprise education; helping you to understand yourself and the influences on you.

Learning about careers and the world of work; supporting you to research careers information and understand the opportunities and options facing you.

Developing career management, employability and enterprise skills: helping you to make realistic plans about your next steps and to manage this positively including use of social media and their digital profile.

Your CEIAG includes a range of:

- Planned programme of career education from Year 7 onwards, delivered as part of a timetabled PSHE lesson
- Access to a qualified independent impartial Careers Adviser from year 8 including at least one interview by the end of Y11 if requested.
- Work experience in Year 10 and Y12
- Access to up to date and impartial careers information from a range of sources including information about learning pathways from 14
- Collapsed timetable events to find out about their work form a range of local employers
- Encounters with local employers – you should be offered at least one encounter each year from year 7 to year 13. Examples of employer encounters are mentoring, job shadowing, delivering presentations with time for Q&A, mock interviews and workplace visits.
- Information about and/or visits to further education colleges, universities and other training providers, so you can understand the full range of courses, apprenticeships and technical education/training routes available.

<p>Year 7 students will participate in a planned programme of PSHE for an hour timetabled lesson each week to help them to:</p> <ul style="list-style-type: none"> • Develop deeper self-understanding and know how this relates to the world of work by beginning to identify their strengths and weaknesses • Be introduced to careers resources in careers club and online via the Unifrog platform • Have access to up to date and impartial careers information • Take part in a Future Skills Questionnaire
<p>Year 8 students will participate in a planned programme of PSHE for an hour timetabled lesson each week to help them to:</p> <ul style="list-style-type: none"> • Understand that they will need to make some important decisions about their future and learn about decision making • Develop an awareness of how and by whom they can be influenced in the choices they make including how their use of social media and their digital footprint can have potentially both a positive and negative impact on their employability • Begin to look at opportunities in the world of work and consider if they might be suitable for them • Identify their aspirations and how these relate to the goals they need to set • Have access to up to date and impartial careers information and a professional Careers adviser if requested or a need is identified
<p>Year 9 Students will participate in a planned programme of PSHE for an hour timetabled lesson each week to help them to:</p> <ul style="list-style-type: none"> • Examine their approach to decision making • Be aware of the options process and outline implications for their choices • Develop their understanding of different qualifications and pathways post 14, post-16 and post 18 • Challenge stereotypical views and learn about equality and diversity • Take part in a Future Skills Questionnaire <p>Students and their parents will have:</p> <ul style="list-style-type: none"> • access to the school Careers Leader and a career Adviser at the year 9 Options Consultation Evening for advice. • access to up to date and impartial careers information and a professional Careers adviser if requested or a need is identified • Participate in an event that involves employers either at school or by visiting a workplace
<p>Year 10 Students will participate in a planned programme of PSHE for an hour timetabled lesson each week to help them to:</p> <ul style="list-style-type: none"> • Prepare for and undertake a week's work experience • Develop a greater understanding of the world of work and the options available to them by examining local and national labour markets and current trends • Prepare them for post-16 interviews with providers

- Review their current ambitions and goals and be able to link them with their own future options with an understanding of all options available to them post-16 including apprenticeships
- Develop careers research skills to allow them to interpret information, identifying bias where it exists and developing the skills to identify and challenge stereotypical views
- Have access to up to date and impartial careers information and a professional Careers adviser if requested or the need is identified.

Year 11 Students will participate in a planned programme of PSHE for an hour timetabled lesson each week to help them to:

- Understand all the options open to them post-16 and the related skills and qualifications required
- Know how to identify any barriers to their future plans
- Know what career planning involves
- Learn how to complete job applications and know how to prepare for interviews and learn how their use of social media and their digital footprint can have potentially both a positive and negative impact on their employability
- Learn about the any financial support available
- Have a range of interactions with employers, in school including at least once in a workplace
- Have access to up to date and impartial careers information and a professional Careers adviser if requested or a need is identified

Post-16 Students will participate in a planned programme of tutorial activities and have one timetabled lesson a week to support with UCAS/Apprenticeship/Employment applications to support their future plans and enable them to:

- Manage their career development including taking part in work experience
- Understand and investigate the full range of the employment and educational pathways open to them post-18, including higher and degree apprenticeships as part of HE and Employment week
- Understand the support networks available to them to help them succeed
- Have a range of interactions with employers, in school including at least once in a workplace