



# Careers Policy

<b>Approved by:</b> SLT	<b>Date:</b> 03 June 2024
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<b>Prepared by:</b> Craig Hudson (Associate Deputy Headteacher) and Scott Sivier (Business Manager)	
<b>Valid from:</b> May 2024	

## Careers Policy 2024

### Introduction

This policy statement sets out Havant Academy arrangements for managing the access of providers to every student in Years 7 – 11 to discuss both academic and non-academic routes that are available to them as part of a holistic careers programme enabling all our students to make an informed choice about their post 16 provision. This is also measured regularly against the careers standards of the Gatsby benchmarks using a Compass Assessment framework and evaluation with students, teachers and SLT as part of a progressive careers programme.

Our school, proactively seeks to build relationships with sixth form schools, colleges, apprenticeship providers, universities and employers as we plan our careers programme and throughout the school year to ensure all our students have access to the most current and up to date careers information at key transition points and that providers have multiple opportunities to speak to students and their parents across Years 7 - 11 to offer information on vocational, technical and apprenticeship qualifications and pathways.

Havant Academy ensures that their staff involved in personal guidance and pastoral support and are up to date with their knowledge through a programme of Continuing Professional Development.

Havant Academy is committed to providing our students with a programme of Careers education, information, advice and guidance (IAG) for all students in years 7 – 11. Havant Academy endeavours to follow the National Framework for CEIG 11 – 19 in England (DfES, 2003) and other relevant guidance from DCSF, QCA and Ofsted as it appears.

### Aims

Havant Academy Careers Education and Guidance policy has the following aims: -

- to contribute to strategies for raising achievement, especially by increasing motivation
- to support inclusion, challenge stereotyping and promote equality of opportunity
- to encourage participation in continued learning including higher education and further education ●
- to develop enterprise and employment skills
- to reduce drop out from and course switching in education and training
- to contribute to the economic prosperity of individuals and communities
- to meet the needs of all our students through appropriate differentiation
- to focus students on their future aspirations
- to involve parents and carers

## **Management of Provider Access Requests**

Providers wishing to request access should contact Leanne Rutter (Exams and Careers Manager) and/or Craig Hudson (Associate Deputy Headteacher).

[Leanne.Rutter@havant-tkat.org](mailto:Leanne.Rutter@havant-tkat.org)

[Craig.Hudson@havant-tkat.org](mailto:Craig.Hudson@havant-tkat.org)

## **Opportunities for Access:**

We have an individual offering to our students and parents to have access to a full career information through assemblies, drop-in lunch times, parents' evenings, and careers events.

Any provider is welcome to contact us to discuss what they can provide for our students and how we can best accommodate your support. The workshops cover a range of activities that are delivered as part of the SLA with EBP. Workshops are interactive and usually hosted on-site as well as having Independent Speakers attending classes and delivering to appropriate year groups. Our students also attend off-site careers events.

The School will make a suitable space available for discussions between the provider and students, as appropriate to the activity. The school will also make available ICT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Advisor or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Advisor so that they can be displayed in the Careers Section of the school library.

Any provider wishing to access or provide IAG to our students as part of our careers programme will be supported by our teaching staff throughout their visit and never left unattended. We will make available appropriate resources to support provider presentations, which will be discussed and agreed in advance to ensure material meets our quality assurances and security measures.

Providers are welcome to leave copies of their prospectus' or course literature and we will distribute them to relevant students and have them available in our career's portfolio. Students can drop in to access this information or will be provided relevant information in their career's guidance interviews. We can promote and distribute details of careers and apprenticeship literature and vacancies to all relevant students and parents through our social media and displays.

## **Student offer**

The school will provide and pay for independent and impartial careers advice. This is currently through Education Business Partnership (EBP) and a day a week has been sourced to ensure that all students receive at least one careers interview during their time at the school. This interview allows students to have specific and personalised time to discuss their options, pathways for higher and further education and, importantly, how to get there. We offer interviews to every student during their time in KS4 and if needed, students can have follow-up meetings and discussions.

Further support for careers guidance comes through whole year group assemblies, information evenings, tutor activities and careers and employability events. These vary from year to year depending on the needs of students in the various year groups. The school will provide information and verbal briefings on students to help independent advisors and local colleges to support the students to apply to or enrol on an appropriate course based on their potential outcomes and current performance and will expect this information to be given due consideration and to be used in confidence.

Our regular careers programme is incorporated into our PSHE delivery from the first day students start at Havant Academy and runs through until the end of Year 11. This programme includes curriculum and classroom-based activities, workshops and whole school PSHE focused drop-down days. All teaching staff are expected to contribute to the career's information and guidance programme through their roles as tutors and subject teachers. Tutors are all expected to know their tutees career ambitions and have a display showcasing this information. Opportunities to be involved in careers and employability-based activities and initiatives are provided on an annual basis. Students are all exposed to multiple encounters with employers and employees, a range of activities to build employability skills, access key information on post 16 and 18 options and gain an understanding of the current labour market. We work closely with EBP who lead many of these events to adapt our offer to meet the needs of our students.

The school evaluates its success in supporting students in taking up further education or training, by liaising closely with the main colleges and Hampshire County Council, who provide full destination data for students, during the following term. Parents are welcome and encouraged to contact a range of staff at the school regarding careers advice, including the tutor, Head of Year, SENCO, Careers Manager at any time if they have any concerns or questions about their child's progress or participation in these events.

**All pupils in Years 7 – 11 are offered**

<b>Target Group</b>	<b>Careers and work-related education activities including financial capability, enterprise and employability</b>	<b>Careers information, advice and guidance</b>
<b>Year 7</b>	Classroom based and curriculum based	Classroom based and curriculum
<b>Year 8</b>	Classroom based and curriculum based	Classroom based and curriculum
<b>Year 9</b>	Classroom based and curriculum based	Workshops (varied) Curriculum
<b>Year 10</b>	Curriculum based	One to one personal interviews Workshops (varied) Curriculum based
<b>Year 11</b>	Curriculum based	One to one personal interviews Curriculum based

**Post 16 Participation 2020/2021/2022**

The following figures are based on consent being given by the student for their information to be shared. Students have shared their information which relates to the tables below. Cohort changes have had an impact on the figures, as well as the process of the way that we are now working with the students from previous years.

**6th Form/School and FE College:**

2020 = 80%

2021 = 86/5%

2022 = 85%

**Apprenticeship:**

2020 = 6.7%

2021 = 0%

2022 = 2%

**Non-Employed Training - Meeting RPA Accredited Training:**

2020 = 1.8%

2021 = 6.2%

2022 = 7.2%

**In Employment – Not meeting RPA - Not Accredited Training:**

2020 = 5%

2021 = 1.7%

2022 = 3%

**NEET:**

2020 = 5%

2021 = 3.4%

2022 = 10%

**Other – moved out of area/pregnancies/illness/ unpaid Development**

**opportunities:** 2020 = 3.4%

2021 = 3.7%

2022 = 4% %