



**Careers Strategy
2018/2019**

**Gateway College
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Review:
June 2018
Next Review due:
Sept 2018

GATEWAY COLLEGE CAREERS STRATEGY (June 2018)

Vision

Gateway College is committed to ensuring that all learners will have developed the skills, confidence and inspiration to make the most of the life choices and opportunities presented to them, so that they are able to follow the career path that best allows them to reach their chosen goals.

As such, Gateway College recognises the need to provide high quality Careers Education, Information, advice and guidance for all students, and the important role that careers education and work-related learning plays in:

- preparing and supporting young people to sustain employability and achieve personal and economic wellbeing throughout their lives
- empowering young people to plan and manage their own futures
- raising aspirations and inspiring young people to achieve their full potential
- promoting equality, diversity, social mobility and challenging stereotypes

Legal requirements

All young people need a planned programme of activities to help them make decisions and plan their careers, both in school and after they leave. The (1997) *Education Act* places a duty on schools and colleges to give their learners access to careers education, information and guidance. Gateway College endeavours to follow the guidance in *Careers Guidance and Access for Education and Training Providers: Statutory Guidance for Governing Bodies, School Leaders and School Staff*, (2018); *The National Framework for CEG 11-19 in England*; and the QCA guidance on *Work Related Learning*, to ensure that all students at Gateway College will be provided with independent, impartial careers advice.

This strategy will be reviewed annually through discussions with managers, teaching staff, the Careers Lead, students, parents, governors, advisory staff and other external partners. It is supported by the policies for teaching, learning and assessment, recording and reporting achievement, Student Experience, enterprise and work related learning, equal opportunities, health and safety, and additional support for learners.

Responsibilities

CEG is planned, delivered, monitored and evaluated by the Careers Lead, in consultation with relevant staff, including:

- Assistant Principal Learners, with overall responsibility for careers and Assistant Principal Teaching Learning Assessment with overall responsibility for Curriculum
- Link Governor
- Heads of School

- Heads of Department
- Head of Quality
- Programme Co-ordinators and Curriculum Leads
- All teaching staff are expected to contribute to careers education and guidance through their roles as tutors and subject teachers.

Staff Development and CPD

Staff training needs for planning and delivering the CEG are identified through staff development plans and IPRs. The Careers Lead will regularly attends careers meetings / networking events as well as industry specific events in order to ensure they are up to date with all industry and labour market information. Managers will be monitored on careers development data, and the embedding of employability during Quality Monitoring Meetings, scheduled to take place 5 times throughout the academic year.

Planning the Curriculum

The careers programme will include:

- Careers education lessons embedded into the tutorial programme
- Careers guidance activities (group work and individual interviews)
- Work- related learning, including 37 hours work experience
- Action planning and recording achievement using the ILP Pastoral section on Cedar
- Focused events, e.g. a Higher Education Fair, Hub100, trips to Universities and citywide Careers fairs
- Work experience preparation and follow-up take place in tutorial sessions and other appropriate parts of the curriculum.
- Embedding of work based learning within a subject specific environment e.g. NextGen, Health and Social Care, Business etc.

Our aim is to ensure that by end of their qualifications Gateway College Learners will have:

- Enhanced their self-knowledge, career management and employability skills
- Used ICT software and other sources of advice to investigate and explore future choices and progression routes
- Received guidance through the UCAS application procedure.
- Been given direct access to employers and universities.
- Been given guidance to help identify a range of Post-18 options
- Been provided with the resources to develop their CVs, personal statements, and interview preparation.

Review

Monitoring activities will include:

- Evaluation of activities as and when they happen for one off activities
- Evaluation of on-going activities at the end of the academic year

- Learner Voice activities
- End of year evaluations with Schools teams as part of the self-assessment process
- Student, parents and staff surveys
- Head of Quality, Careers Lead and Schools teams provide information of intended destinations
- Destination data is used to inform the CEG programme and curriculum planning