



Careers Education, Advice, Information and Guidance Statement 2016/17

Rationale

With over three quarters of a million young people between the ages of 16-24 unemployed as of June 2014 it has never been more important to provide vital guidance and support to ensure the young people of our school community remain learning but are given the necessary information, guidance and education to make informed and impartial decisions at the vital transition points within their educational learning journey.

Purpose

To ensure that at the end of their time at DCHS all learners progress into positive outcomes involving further learning or work and that they have developed the necessary employability skills to negotiate the world of work successfully

Guidelines

The school's approach to careers education is delivered discreetly as part of our curriculum within subject areas as well as forming part of the wider PHSE curriculum within KS3, 4 and KS5. In addition to this close attention is also paid to every learner's individual need for guidance and support and there are protocols within place to ensure this personalised approach is given when need arises across each Key Stage.

Our discreet Careers Programme focuses on the following areas in each of the Year Groups:

Year 9 - An introduction to the importance of Careers/Links to Option Choices and to the personal skills, experience, qualifications, and an introduction to what the Labour Market is and what is needed to be thoughtful, potentially employable young people in the 21st Century.

Year 10 - A continuing development of Careers education that focuses on decisions to be made beyond Yr 11, what 'The World of Work Looks Like', what employers want, work and lifestyle choices and rights and responsibilities in the workplace.

Year 11 - A focused programme that gives real experiences of potential career opportunities, focuses attention on the needs of the Job and Labour Market as well as guidance and advice on National Apprenticeships and the importance of the National Careers Service. To support these vital decisions, developed work on CV writing, interview technique, application advice and careers interviews are offered. In addition the duty to provide information on all leaver destinations will be available.

6th Form - A focused approach to preparation for University application and transition, a focused approach to non-university applicants and a personalised guidance programme for those students to ensure progress into the world of work at 17 or 18. This will

include CV writing, advice on letters of application and advice and guidance to set up individual businesses. Opportunities for impartial advice and guidance also available based on bespoke, individual need. In addition, the duty to monitor all learner destinations in Yr 12 and Yr 13.

Careers Staff Contacts

All staff are aware of the school's careers policy and the role each individual staff member should play in the advice and delivery of careers education. In addition to a learner's form tutor (who should be their first port of call for careers advice) below are a list of significant staff contacts by year group and responsibility:

Year 09 – Mrs Nell Gair (Director of Learning)

Year 10 - Mrs Linzi Brown (Director of Learning)

Year 11 - Miss Laura Sweet (Director of Learning)

Year 12 - Mr Christopher Routledge (Director of Learning)

Year 13 - Mrs Denise Drummond (Head of 6th Form and Director of Learning)

Learning Resource Manager - Mrs Julie McRoberts

Senior Leadership CEAIG Lead - Mr Martin Allenby

Revision Record of Issued Versions			
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