



### Trinity CofE High School CEIAG

At Trinity C of E High School all students are provided with a range of experiences to enable them to make well informed decisions about their next steps especially through transitional stages.

Careers education, information, advice and guidance (CEIAG) is the provision of high quality, comprehensive and up to date information and guidance that enables individuals to make well informed, realistic decisions and affect transition on to the next step in learning or training. We are committed to providing impartial, relevant, appropriate and timely information, support and guidance for all students as they progress through the transition key stages.

We endeavour to work towards

- The CDI Framework for Careers, Employability and Enterprise Education (Nov 2015)
- Other good practice guidance from the Department of Education, Ofsted and other relevant bodies

Our careers advice and guidance is:

- Available to all students from Year 7 to Year 13.
- Impartial, independent and promote the best interests of the students to whom it is given.
- Includes information on options available in respect of 16-18 education or training, including apprenticeships and other work-based education options.
- Includes information on options available in respect of Further Education or training, including apprenticeships and other work-based education options.

#### **Careers education and work related learning**

- Students from Year 7 to Year 13 receive a careers education programme that is appropriate and relevant to their stage of career planning. The programme is based

on the 2015 Careers Development Institute Framework that structures careers education into:

- Developing yourself through careers, employability and enterprise education
- Learning about careers and the world of work
- Developing your career management and employability skills

Careers education is delivered to every year group during specific timetabled lessons through the use of 'Unifrog'; a destinations platform providing detailed information on Labor Market information, college courses, university courses, apprenticeship and FE courses in the UK. This learning is supported by an assembly programme which profiles aspects of careers and transition planning. Careers information is signposted in libraries, on digital displays throughout school and via the school website. Careers focused enrichment activities across the year groups provide students with the opportunities to develop their understanding of their own skills and interests and how these might be applied to career areas of interest. The school prioritises work experience as a valuable way of learning about work through work and all Year 10 students spend one week on placement. Year 11 and 13 students also take part in a Mock Interview day. Year 12 and 13 also have the opportunity to experience the world of work through the volunteering scheme which is part of the enrichment programme.

### **One to One Advice and Guidance**

Students can access one to one careers advice and guidance from Year 7 onwards. We have an independent Careers Adviser, employed by external provider Career Connect working three days a week in school. She holds the government recommended Level 6 Qualification in Career Guidance and is accessible to parents through review meetings and via telephone.

### **Destination Tracking**

Plans for post 16 and 18 study and training are carefully recorded and monitored by the Assistant Head and Careers Adviser. Staff ensure that each student has a positive destination for September, be that Sixth Form, college, university or work based training/apprenticeships. Intended destinations for year 11s and 13s are gathered and then confirmed in the autumn. Final destination data is reported to Manchester City Council. The school has a consistent record of success in providing training, education and employment pathways and NEET results fall below Manchester and National averages.

### **Programme Review and Evaluation**

The CEIAG provision is reviewed regularly year. The school is committed to working towards the Inspiring IAG standard as part of its review process.