



**SAINTS PETER AND PAUL**  
CATHOLIC HIGH SCHOOL

# CEIAG Policy

## **Introduction**

At Saints Peter & Paul Catholic High School our Careers Education, Information, Advice and Guidance (CEIAG) programme is an integral part of the preparation of pupils for the opportunities and experiences of adult life.

Its central concern is equipping pupils to manage the choices, changes and transitions affecting their future education, training, employment and life as adult members of an ever changing international society, and to instil life-long learning.

## **Rationale for CEIAG**

A young person's career is the progress they make in learning and work. All young people need a planned programme of activities to help them choose 14-19 pathways that are right for them. Our CEIAG programme should enable pupils to:

- Be more self-aware about their own skills, aptitudes, values, aspirations and potential.
- Have a better understanding of education, training and future career opportunities both within the UK (and abroad).
- Make informed choices about their own continuing education, training and future career paths.
- Develop career management skills of self-reliance, adaptability, flexibility, decision making and problem solving.

## **Commitment**

Saints Peter & Paul Catholic High School is committed to providing a planned programme of CEIAG for all students in years 7 – 11 in partnership with a varied and wide-ranging set of providers.

We endeavour to follow the latest statutory and best practice guidance. We are currently working towards 'The Quality in Careers Standard' - external national accreditation for our career guidance, and we work very closely with our archdiocese schools, and local careers hub (The Careers & Enterprise Company - Liverpool City Region).

## **Links with other policies**

It is underpinned by the school's ongoing policies for teaching and learning, assessment, recording and reporting achievement, personal development, equal opportunities, health and safety, special needs, provider access policy (Baker clause), linking with the whole school development plan.

## **Student Needs**

The Careers Programme is designed to meet the needs of the students at Saints Peter & Paul Catholic High School. It is differentiated to ensure progression through activities that are appropriate to student's stages of career learning and development. It will be tailored as required to meet the needs of any individual pupil with any disability to be totally inclusive.

## Entitlement

The Careers programme is designed to meet the needs of all students at Saints Peter & Paul regardless of race, gender, disability, sexual orientation and religion. Students are entitled to CEIAG that is impartial. It will cover the needs of both groups and individuals for all students in years 7 – 11.

	HT1	HT2	HT3	HT4	HT5	HT6
Year 7			<b>DROP DOWN DAY (CEIAG)</b> Theme: Values, qualities and skills; strengths and personal developments	<b>National Careers Week</b> (2nd-7th March) ... <b>School Careers Fair</b> (3rd Mar)		<b>One-to-one Careers Interview</b> Targeted cohorts
	<b>KS3 Enterprise Club</b>					
				<b>Complementary Studies</b> (themed CEIAG lessons)		
Year 8		<b>Complementary Studies</b> (themed CEIAG lessons)	<b>DROP DOWN DAY (CEIAG)</b> Theme: Experience and contact with employers <b>Making the right KS4 choices</b>	<b>Employer Talk</b> (TF Jones)  <b>National Careers Week</b> (2nd-7th March) ... <b>School Careers Fair</b> (3rd Mar)	<b>Trades Sector</b> (External talk - Volunteer It Yourself!)  <b>MY BNK</b> (personal financial education)	<b>One-to-one Careers Interview</b> Targeted cohorts  <b>Merseyside Science &amp; Technology Challenge Day</b> (MCS Projects)
			<b>Guided Choices Process</b>			<b>Daresburg Open Week</b>
	<b>KS3 Enterprise Club</b>					
Year 9				<b>One-to-One Careers Interview</b> - Targeted cohort		<b>Jobs For Tomorrow</b> ... <b>Challenging Stereotypes</b> (Full day event)
			<b>365 Destinations/Careers Survey</b>	<b>National Careers Week</b> (2nd-7th March) ... <b>School Careers Fair</b> (3rd Mar)	<b>Get into HE</b> (introduction to Higher Education)	<b>Complementary Studies</b> (themed CEIAG lessons)
		<b>Get Into Programme</b> - More Able programme - Focuses on 6 subject areas (guest speakers, classroom sessions and university trip)				<b>Merseyside Science &amp; Technology Challenge Day</b> ... <b>Daresburg Open Week</b>
	<b>Riverside College Partnership Taster Sessions</b> - 5 week project (trades, vocational studies)					
		<b>High Achievers Project</b> (partnership programme with Carmel College) Theme: confidence and critical thinking (classroom sessions, campus visit and university trip)				<b>High Achievers Day</b> (Carmel College - 19th June)
		<b>Prestigious Universities Programme</b> (partnership with Cronton College)	<b>DROP DOWN DAY (CEIAG)</b> Theme: Visits to Further and Higher Education			<b>Visit to The University of Liverpool</b>
	<b>Work Skills (Targeted timetabled lessons)</b>					
	<b>Farm Urban STEM project</b>					
	<b>Year 9 Extended Work Placement</b> (Targeted students - employment placements)					
	<b>High Potential Project</b> - (delivered through Shaping Futures - Targeted 1-1IAG sessions)					
Year 10	<b>One-to-One Careers Interview</b> - Targeted cohort					
		<b>365 Destinations/Careers Survey</b>	<b>Oxbridge Morning</b> (4th March)	<b>National Careers Week</b> (2nd-7th March) ... <b>School Careers Fair</b> (3rd Mar)	<b>Assembly</b> - Carmel College (KSS options)	<b>Carmel - High Achievers Day</b> (6th June)
		<b>High Achievers Project</b> (Carmel - targeted sessions and bespoke half day at Carmel and day at a uni)				
				<b>Medical Careers Day</b> (4th March - Hugh Baird College)		
			<b>Pre-Sampling Assembly</b> (Riverside)		<b>Assembly</b> (KSS options) Cronton/Riverside Colleges	<b>Sampling Day</b> Cronton College (17th June)
			<b>DROP DOWN DAY (CEIAG)</b> Theme: Mock interviews - Encounter with employers and career development		<b>Masterclass Programme</b>	<b>University Visit</b>
	<b>Merseyside Young Engineers Project</b> <b>Merseyside Business Beginners Project</b> (Liverpool University Outreach Programme)					
	<b>Merseyside Young Medics</b> (Liverpool University outreach programme)					<b>Big Bang North West</b> All about STEM - Exhibition Centre Liverpool (7th July)
	<b>Riverside College Partnership Taster Sessions</b> - 5 week project (trades, vocational studies)					
	<b>Work Skills (Targeted timetabled lessons)</b>					
<b>Marital Arts Project</b> (Targeted students - Cathy Stankevitch Foundation)						
<b>Through the eyes of Girls</b>			<b>Through the eyes of Boys</b>			
<b>Routes Into...</b> - series of fortnightly themed assemblies and after school taster sessions.					<b>Work Experience Week</b> (w/c 13/07)	

## Implementation

The School adopts a varied approach to the delivery of CEIAG, some include:

- Separately time-tabled Personal Development, Work Skills, Employability and Alternative Provision lessons/programme.
- Through off time-table specific events.
- Specialist provision in year 11 – Vocational Education Programme.
- Through cross curricular work within all school departments.
- In partnership with outreach programmes and outside agencies.
- Careers information is provided by our Careers Adviser
- Be-spoke CEIAG projects and programmes
- Learning for Life Day (drop down day)
- Guest speakers and assemblies

- FE and HE visits
- Careers Fairs
- Careers software platforms (unifrog)
- Cohort-specific programme (i.e. More Able, PP, disadvantaged/vulnerable, SEND etc)

### **Experiences of workplaces**

Experiences of the workplace is a fundamental part of a young person's education across the curriculum, enabling them to make successful transition from school to adulthood and employment. It is a fundamental part of meeting the statutory Gatsby benchmarks. The school will offer a range of experiences for students to learn about the world of work, motivate them and prepare them for the opportunities, responsibilities of adulthood whilst supporting their future aims and aspirations. The School adopts a range of approaches of delivery:

- Year 10 work experience week
- Virtual platforms as well as physical placements
- Curriculum linked visits.
- Extended work placements
- Our own school Careers Fair
- Mock interviews/role plays.
- Tasters days
- Alumni
- Trade days
- Employer speakers.
- As part of a separately time-tabled Careers/Learning for Life days (Young Enterprise/Industry day)
- Through cross curricular work within all school departments.
- In partnership with our School Enterprise Adviser
- Bespoke projects (Routes Into, Masterclass programme, Prestigious universities programme, Through the eyes of boys/girls etc)

### **Management of provider access requests**

A variety of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents providing this does not conflict with pupil engagement in assessments, mocks or exams. A provider wishing to request access should contact:

Mr Chris Mullarkey (CEIAG and Employability Lead) - [mullarkeyc@saintspeterandpaul.halton.sch.uk](mailto:mullarkeyc@saintspeterandpaul.halton.sch.uk)

Mrs Nicky Woan (Assistant Head) - [woann@saintspeterandpaul.halton.sch.uk](mailto:woann@saintspeterandpaul.halton.sch.uk)

Telephone: 0151 4242139

**Approval and review**

Approved January 2022 by Governors at Student, Curriculum and Progress Monitoring  
Committee

Next review: January 2023

Signed:

Mr J Wilson

Chair of Governors

Mrs D Scott

Principal