

Hillside High School

Careers Education, Information, Advice and Guidance (CEIAG) Policy

June 2026

School:	Hillside High School
Date of Governing Body Review:	June 2026
Next Review Due:	June 2027
Signed:	
Chair:	Mike Cunliffe
Principal:	Julia Anderson-Nicholls

Vision:

Our vision for careers education at our school is to create a supportive and engaging environment where every pupil gains the knowledge, skills, and experiences they need to thrive in the ever-changing job market of modern Britain. We offer insightful careers advice and guidance, complemented by valuable career encounters and hands-on experiences that will help shape the future paths of our young people. Our ambitious careers programme is designed to cater to the unique needs of each pupil, ensuring that they are not only ready for future job opportunities but also inspired to follow their interests and aspirations with confidence.

Rationale

Careers Education, Information, Advice and Guidance (CEIAG) is an integral part of the school's ethos "Excellence in the Heart of the Community". Through the CEIAG programme, Hillside High School is committed to raising the aspirations of our pupils to enable them to become resilient, well-informed individuals who are ready for the ever-changing world of work.

Aims:

Working with a range of outside agencies, local employers, colleges and universities, Hillside High School is committed to:

- Reducing 'Not in Education, Employment or Training' (NEET).
- Ensuring that all our pupils leave Hillside High School well prepared for the world of work having made informed choices about their post-16 opportunities.
- Building self-confidence and resilience amongst all pupils.
- Continuing to develop links with local employers to provide all pupils with opportunities to engage with employers/post-16 providers including adherence to PAL (provider access legislation).

CEIAG Structure:

- Senior Link Leading on CEIAG: Daniel Haygarth
- School Careers Advisor: Graeme Peace

Delivery of CEIAG

At Hillside High School, CEIAG is delivered through a core careers programme:

- Core careers programme includes:
 - Two-week Work experience
 - Mock Interviews
 - Options Interviews
 - 1-2-1 Careers Interviews (SEND and RON pupils receive at least two interviews)
 - Careers fair
 - Job application / CV workshops
 - University visits
 - College visits
 - Apprenticeship talks
 - College / Post 16 assemblies
 - Trips and events (Encounters with employers)
 - Careers education taught within the PD curriculum

- Careers education and LMI shared within the curriculum.

For more detailed information about the Careers programme please see:-

[R:\Staff\ - Careers -](#)

Role of Subject Leader

- Ensure that a member of department will act as CEIAG link.
- Embed subject specific CEIAG provision within their curriculum.
- Ensure CEIAG provision is detailed on curriculum planning documents.
- Organise at least one external speaker/trip/event linked to CEIAG per year.

Role of Teaching Staff and Form Tutors

All teaching staff are responsible for delivering CEIAG as part of curriculum lessons where appropriate. Teaching staff should share relevant LMI linked to their subject area and reference links to careers during lessons and within Journey of Knowledge documents.

Standards

At Hillside, we are dedicated to fully embracing and meeting the Gatsby Benchmarks as a fundamental part of our careers policy. Our goal is to reach and sustain 100% compliance with all the benchmarks, ensuring that our pupils receive the highest quality of careers education and guidance. We believe that the responsibility for achieving this target lies with all staff members, who play a crucial role in fostering an environment that prioritises careers education. By working collaboratively, we can equip our pupils with the essential skills and experiences they need to succeed in their future endeavours.

Gatsby Benchmarks

Benchmark 1	A stable careers programme
Benchmark 2	Learning from career & labour market information
Benchmark 3	Addressing the needs of each pupil
Benchmark 4	Linking curriculum learning to careers
Benchmark 5	Encounters with employers & employees
Benchmark 6	Experiences of workplaces
Benchmark 7	Encounters with further and higher education
Benchmark 8	Personal guidance

Impact

- Reduction in NEET figures.
- NEET figures exceed Sefton.
- Increase in official destinations data.
- Achieve and sustain 100% for all GATSBY Benchmarks.