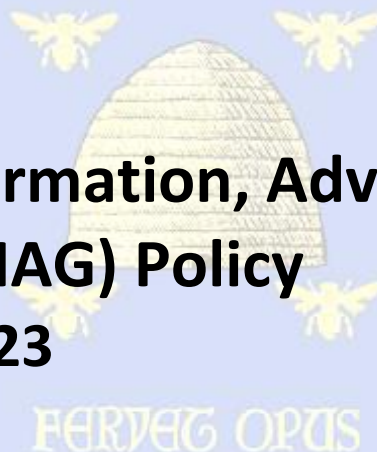



Hillside High School

Careers Education, Information, Advice and Guidance (CEIAG) Policy March 2023

Hillside
High School
*Excellence in the Heart
of the Community*



School:	Hillside High School
School Link:	Graeme Smith
Date of Governing Body Review:	March 2023
Next Review Due:	March 2025
Signed:	
Chair:	Mike Cunliffe
Principal:	Amanda Ryan

Vision:

It is our vision to improve the life chances of all of our young people through ensuring that every child leaves Hillside High School prepared for life in Modern Britain.

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 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 of 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: Graeme Smith (Assistant Vice Principal).
- Careers and Enterprise Co-Ordinator: Sean Doran

Delivery of CEIAG

At Hillside High School, CEIAG is delivered through:

- CEIAG programme which includes:-
 - Work experience
 - Mock Interviews
 - Careers fair
 - Job application / CV workshops
 - University visits
- Discrete provision through the school's Personal Development (PD) programme.
- Assemblies
- Special assemblies and guest speakers.
- Trips and events
- Workplace / employer visits
- Careers weeks.
- Subject specific CEIAG programme.

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.
- Organise at least one external speaker / trip / event linked to CEIAG per year.
- Establish a link with an employer or business with the support of the CEIAG team.

Role of Teaching Staff and Form Tutors

All teaching staff are responsible for delivering CEIAG sessions within Personal Development lessons and also as part of curriculum lessons where appropriate.

Each department has a CEIAG link who will work with the CEIAG team to further develop opportunity to embed careers within their curriculum and also to establish links with local employers through the support of the CAIEG faculty.

Standards

Hillside High School's CEIAG strategy is linked to the 2017 updated version of the "Careers Guidance and Inspiration in Schools" and also to the Gatsby Benchmarks. Regular self evaluation against these standards will take place to inform future developments of CEIAG provision.

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

Principles of Careers Guidance and Inspiration in Schools

- Careers Inspiration.
- Strong links with local employers.
- Work Experience.
- Widen access to advice on options.
- Face to face guidance.
- Work with local authorities.
- Financial Support.
- Job centre plus.
- Diversity.

Impact

- Reduction in NEET.
- Increase in official destinations data
- Improve Gatsby Benchmarks score.