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MEDEN
SCHOOL

Careers Education Information Advice and Guidance (CEIAG)

Statement of intent

Vision

All students on leaving Meden School and Meden College will have the career management skills required for life. Students will have the opportunity to develop their knowledge and skills so that they make the right choices to ensure an effective transition to the career path that best suits their individual needs – allowing them to fulfil their true potential.

As a school at the heart of our local community, we will showcase local employment options to students through ensuring labour market information (LMI) is used to inform the families, as parental involvement is an integral aspect of CEIAG. Meden is committed to ensure parents are provided with access to CEIAG to support their child's informed career choices.

Meden students will be able to self-evaluate their employability skills and be able to demonstrate these to an employer. They will be empowered and inspired to make the most of their life choices.

How will we achieve this?

The Careers curriculum at Meden is delivered using the 'Destinations Curriculum' - a seven-stage model to impart the knowledge of careers, the world of work, and afford students the opportunity to explore their personal path to a successful career, through whichever informed route a student decides is best to enable them to be the best version of themselves that they can be. The Destinations Curriculum provides students with careers information, advice and guidance delivered at the most appropriate time in a student's career pathway throughout their time at Meden.

Year 7 - 'Introduce' - students are provided with the knowledge they require to access our Careers programme, and why a broad curriculum is important for their personal success. Throughout the programme students are asked to reflect on what they have learned, and how this knowledge will help them understand how their academic, extra-curricular, and personal interests build on who they can be in the future. We encourage students to look at the 'soft skills' they have developed though the year are the foundations of the skills employers look for in their workforce.

Year 8 - 'Engage' - expanding on their foundational knowledge, students are engaged further with the world of work as we use Labour Market Information (LMI) to discover the local employment market, including 'hidden jobs' within larger organisations. They investigate the difference between having a job and having a career and how investing in themselves is the key to them being the best version of themselves that they can be.

Year 9 - 'Decide' – Year 9 is the first critical year of our students' personal careers journey, as they prepare to take GCSE options ready for Year 10 and 11. Students are encouraged to explore their passions and interests while navigating this stage of their career-journey, so that no student feels they cannot find a career-goal by the time they come to submit their options choices. Our "Options for passions vs for jobs" module informs the Careers team of which students have shared aspirations, so that CEIAG can be tailored to their needs through visiting speakers, workshops and information that is presented to the students and their families, so they have a cohesive team working with them to achieve success.

Year 10 - 'Embed' – in the year students complete their work experience, the programme advances on the learning that has been done so far, preparing them for the next steps of their career-journey. Students are introduced to the protocols and expectations of a job application, interview, and workplace. This knowledge is explicitly linked to the college and university application process to support FE applications in the first term of Year 11.

Year 11 - 'Refine' – as students face the second decision-point in their career-journey they pull together the work they have done throughout the Careers programme at Meden. Reflections are used to support the writing of a curriculum vitae, and college applications. Students are encouraged to review their next-steps and investigate alternative routes to their career-choices in our "Back-up planning – what happens if?" module, as career-paths are not always linear – with a constant eye on the aspirational career-goals the school has fostered with students from Year 7. Year 11 students that are looking to take an A-level route to their next steps are supported to make subject choices that will enable them to take up places on degree-level apprenticeships or HE courses.

Year 12 - 'Polish' – Meden College students move into their next stage of careers-development with a focus on polishing their personal profile ready for local employment through college, with a view to gain employment skills in the workplace. Reflections are continued to help write personal statements and cover letters that showcase student achievements outside of the classroom. Students continue to refine their career choices, exploring LMI and industry for Y12 work experience and university work-based placements. Degree-level apprenticeships are explored as an option that offers non-traditional routes into aspirational careers, with the benefit of experience working in the field.

Year 13 - 'Apply' – in their final year as students at Meden, College students are prepared to move to the next stage of their career journey, be that the workplace, a degree-level apprenticeship, or an undergraduate degree. We encourage all College students to engage with Meden after they leave us, as an established alumni network is an important part of providing students to go on to aspirational careers – A journey is less daunting if you are guided by someone that has walked the path before you.

All students in years 7 to 13 will be provided with independent, impartial careers advice from a variety of sources throughout their time at Meden School. Science Technology Engineering and Maths (STEM) careers will be explored, and stereotypes challenged –

with the appropriate support to experience these workplaces by nurturing school-business relationships across the East Midlands.

Labour market information (LMI) underpins our 'aspiration' ethos. LMI is used to promote aspirational careers at a local level, so that students build a belief that success can be achieved while remaining part of our local community should they wish to.

Meden School and Meden College will commit to:

- Deliver quality, effective, impartial CEIAG.
- Monitor and evaluate all aspects of provision through stakeholder voice.
- Engage with outside providers of education and training.
- Engage with local employers.
- Actively encourage parental involvement with CEIAG, so they can support and help their children.
- Raise aspirations.
- Challenge stereotyping.
- Promote equality and diversity.
- Ensure staff are sufficiently trained.
- Embed CEIAG in the curriculum.
- Put the needs of the students first.
- Provide all students with an equal opportunity of progression and success.
- Offer a personal programme for every individual student.
- Deliver the programme through the Destinations Curriculum as part of the tutorial system, Careers Events, Drop Down Days, and during curriculum subject time.

How will we measure our effectiveness?

- Our success will be measured by the variety and quality of destinations Post 16 and Post 18.
- Target is zero for NEET.
- Student feedback.
- Tracking of former student's career paths via an Alumni.
- Annual evaluation of the programme with staff, students and parents as part of continuous improvement.
- Feedback is gained from further education and training providers, employers and businesses that engage with Meden to further develop both the programme and relationships with key stakeholders.

Policy created by



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