

Wyvern College Careers Policy

This policy supports our vision:

Think: We will encourage all students to think about how best they can continue their learning after leaving Wyvern.

Grow: We will support students to think about how they can grow their skill set in order to adapt to changes in the workplace in the future.

Care: Life shouldn't be all about work, and we care enough to give students opportunities to develop a range of enriching leisure pursuits.

1. Policy Aims

Wyvern College offers high quality advice and guidance through its careers programme that prepares all its learners for further study and / or employment. Independent information and guidance are seen as being key alongside a range of opportunities.

The College prides itself in the partnership work it carries out with learners / parents / industry partners to support learners with their future aspirations which is evidenced by the range of destinations they move into within a wide range of colleges, training providers and employers.

Aims and Purpose

- Prepare learners for the transition post 16 and post 18 into the world of higher / further education or the world of work.
- Ensure learners and parents / carers are equipped with the information required to make informed decisions.
- Provide learners with a range of opportunities to develop the skills employers are looking for to support their next steps e.g., communication, teamwork, innovation, problem solving and resilience.
- Provide learners with a range of opportunities to participate to develop practical and technical skills required within industry and the workplace.
- Is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option

2. Statutory Requirements and Recommendations

The careers provision at Wyvern College is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997. This states that all schools/colleges should provide independent careers guidance from Years 8 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including university options or apprenticeships and the wider school leaver programme including FE / Technical /Training programmes and routes
- be available to all learners and be appropriate for each individual's needs

In addition, the College is compliant with the careers guidance that the government set out in 'Careers Guidance and Inspiration for young people in schools.'

This states that all academies must give education and training providers the opportunity to talk to their learners about:

- Approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document, under Provider Access.

- Ensuring that our young people have a good understanding about career choices and the progression routes required.
- Ensuring that our learners are aware of the opportunities available within non stereotypical roles by ensuring they meet with a wide variety of employees within different sectors.
- Understanding how the content of curriculum subjects lends itself within different careers.

3. Careers Provision

- All learners have access to [extra-curricular clubs](#) to develop their understanding in a range of areas away from their timetabled curriculum.
- Learners in Year 10 and 11 will have the opportunity for a meeting with an independent careers' advisor.
- Regular [Tutor Time Careers sessions](#) using the Gatsby Benchmarks and CDI Framework
- Year 10 learners will have the opportunity to participate in CV writing session, mock interviews in preparation for employment.
- Learners will participate in a range of talks designed to inspire and motivate on a wide range of career and university opportunities.
- Learners will have access to careers information, masterclasses and projects supported by employers, to link curriculum learning to future careers.
- Have access to drop-in sessions with the careers lead found in the Languages department.
- Receive transition information on post-16 and post-18 options
- Year 10 have access to work experience opportunities
- Have access to the careers area of the College website to explore information and opportunities

4. Learners with Special Educational Needs or Disabilities (SEND)

Personalised support from the SENCO along with the careers lead, Hampshire County Council and external organisations as appropriate.

5. Learners in Receipt of Pupil Premium Funding

Personalised support will be given to these learners who will receive extra targeted advice in Year 9, 10 and 11.

6. Careers Lead

The Careers Lead at the Wyvern College is Mrs Katie Bruce, who can be contacted on 02380 692679, or via email at ka.bruce@wyvern.hants.sch.uk
Mrs Bruce is also the school's independent careers advisor who conducts CEIAG interviews. The Careers Lead will also work with the Careers and Enterprise Company, The Local Careers Hub, and co-ordinator to review and develop the Wyvern careers programme.

7. Alumni

We celebrate the destinations of Wyvern leavers and use their success as a platform to raise aspirations via display boards and the sharing of relevant information on our website. We have created an Alumni LinkedIn social media account to share their future journey with us.

8. Monitoring and Evaluation

All activities will be evaluated by the member of staff responsible for the event by surveys, focus groups and feedback from learners and employers/organisations. The Careers Lead will work alongside the Careers and Enterprise coordinator and advisors to evaluate the impact of events and activities undertaken at Wyvern and for review of the careers programme.

Compass is used, which is a programme developed by the Careers and Enterprise

Company to capture careers delivery across the College and covers small group activities to whole College events. This programme will be used to evaluate and review what has been delivered against benchmarks. From this we will identify and adjust the careers programme for each year group and the College, to ensure it is meeting the 8 Gatsby Benchmarks or working towards 100% for each of them.

9. Destinations

Data will be collected at the end of the academic year for Year 11 leavers. This information is collected by Wyvern College and Hampshire Futures and is used as a focus for our annual careers programme review to ensure new sectors are included in our engagement opportunities. Alumni destinations are displayed on our website and outside the Careers Office.

10. Links with Other Policies

This policy should be read in conjunction with the following policies:

- Equality and Diversity Policy
- Safeguarding Policy
- Educational Trips and Visits Policy

Reviewed by Trustees

Date: June 2023

Next review - September 2025