



# CAREER POLICY

Lead: Helen Bardsley & Viktoria Kincses  
Policy Date: January 2025  
Next Review Date: January 2026

## **Our School Vision**

Our curriculum supports the development of the whole child and enables pupils to enjoy quality of life through healthy living and positive relationships with self, peers, adults, community and environment. Our curriculum strives to support the development of the whole child so that each individual may fully realise their potential and feel prepared for life beyond school. Our curriculum aims to support our pupils in developing their knowledge, skills, experience and imagination to their maximum and in growing into well rounded young adults who are able to take the lead in living inspirational, happy lives as independently as possible.

## **Introduction**

The Avenue school puts the need of each student at the centre of all learning and social experiences and is committed to deliver a high standard of careers education, information advice and guidance (CEIAG). Through CEIAG the Avenue School pledges to raise aspiration, promote equality of opportunity, to ensure every student gains confidence, self-belief, as well as the skills, knowledge and experience required to manage their own careers and work-related learning progress

## **Career Plan - Aims**

Our Careers Education, Information, Advice and Guidance (CEIAG) will:

- provide good quality independent and impartial careers advice to students which inspires them and motivates them to achieve their goals
- provide advice and guidance which is in the best interests of the student
- contribute to raising achievement; encouraging students to develop high aspirations
- provide opportunities to work in partnership with employers, training providers, local colleges and others to provide opportunities to inspire students through real-life contact with the world of work
- develop enterprise and employability skills.
- to gain and develop skills in the workplace
- support inclusion, challenge stereotyping and promote equality of opportunity
- support students at key transition points
- provide access to job coaches to support students in work experience and the job application process
- provide support to parents to raise awareness and aspiration relating to employment
- to identify students strengths interests and motivations through vocational profiling

## **Career provision at the Avenue**

Our careers programme is underpinned by the Gatsby Benchmarks given the varying ability or our students across our different pathways, the careers programme is tailored to their individual needs and capabilities and may include some of the following:

- Learning transferable life and social skills
- Support with CV writing, completing college and internship application and practising interview techniques
- Internal work experience
- External work experience placement with Job Coach support from a member of the Avenue Team

The Avenue School has its own careers programme by pathway in place which meets the requirements of the eight Gatsby Benchmarks:

<https://www.gatsbybenchmarks.org.uk/send/>

- A stable career programmes
- Learning from career and labour market information
- Addressing the needs of each pupil
- Linking curriculum learning to careers
- Encounters with employers and employees
- Experiences of workplaces
- Encounters with further and higher education
- Personal guidance

### **Statutory requirements and recommendations**

The careers policy at The Avenue is in line with the statutory requirements of the Department of Education section 42A and 45A of the Education Act 1997 which states that all schools should provide independent careers guidance from years 8- 13 and that this guidance should:

- be impartial
- Include information on a range of pathways, education & training including apprenticeships
- be adapted to the needs of the student

In addition, the Avenue school is compliant with the career guidance that government has set out for the delivery of a CEIAG 'Career Guidance and Inspiration for young people in school' January 2017. The Avenue school also works to achieve the 8 Gatsby Benchmarks as set out in the 'The SEND Gatsby Benchmark Toolkit', practical information and guidance for schools and colleges, June 2020.

### **Avenue roles and responsibilities**

The Avenue School will work to:

- ensure that the programme of activities raises aspirations of students and challenges stereotypical thinking in terms of equality & gender
- ensure Students with particular vulnerabilities and those at risk are appropriately supported and Identified through close working relationships with a full range of educational and support agencies
- engage and work with students' families
- use Vocational Profiles and Preparing for Adulthood Plans to support career decisions based on student aspiration, needs and ability
- use best practise from Transition Reviews and Educational Health Care Plans
- publish Annual Careers Programme by Pathway and Key Stage
- track student participation in the careers programme using Earwig
- Ensure pupils have access to their own records that reflects their career journey

**Trustees** are responsible for ensuring that Careers Leaders are supported and challenged

**Senior leadership** are responsible for ensuring statutory legal requirements are adhered to. The monitoring of the Careers Strategy Action Plan.

**Career leader** is responsible for continuous improvement to our careers provision, in line with government guidance, that includes full range of activities as defined under SEND Gatsby Benchmarks.

**Careers advisor** (external) is responsible for Individual and impartial advice in years 11 and 13  
**Class leads** are responsible for linking learning experiences to the world of work, where students are encouraged to see the purpose of each subject and its relevance to real life  
**All staff** are responsible for supporting students with the delivery, facilitation & organisation or career activities in and outside of school  
**Parents** are responsible for supporting their child's planning and decision making in a way that is meaningful to them

## **Aim**

Students at The Avenue School vary greatly in their needs, personalities and learning. The Avenue School pledges to deliver a relevant, tailored and meaningful careers curriculum that meets the needs of each student.

## **Students at the Avenue can expect:**

- Career and work-related learning programme by Pathway and Key Stage
- Access to their relevant Careers and Work-Related Learning Programme on the school website
- Access to their own personal Careers records/Career file
- An employer encounters every year from years 7 – 14
- Meaningful encounters/experiences linked to their Vocational Profile, Adulthood Plans and EHCP
- Opportunities to take part in enterprise education
- Appropriate career coaching lessons
- Level 6 independent Careers Guidance differentiated, where appropriate based on high aspirations and a personalised approach.:
  - Building resilience and confidence
  - Focusing on circumstances, confronting challenges & raising aspirations
  - Develop new perspectives & resolves conflict
  - Reach the right decision for themselves in the light of relevant careers and labour market information

## **Career plans**

Are published annually on our website by Pathway and Key Stage

## **Staff development**

All Avenue staff are expected to contribute to the careers and work related learning and the development of all students in their different roles. To meet the training needs that arise we will survey staff annually and work within the code of ethics of the career development institute. [www.cdi.net/Code-of-Ethics](http://www.cdi.net/Code-of-Ethics)

## **Funding**

Funding for careers will be allocated in the school budget and the school will explore sources of external funding.

## **Advice and guidance**

In addition to individualised approaches, Transition Plans and Vocational Profiles, all student in years 11 & 13 will receive independent, impartial career guidance by a Level 6 qualified career development professional (careers advisor) to enable access to information and advice about all the future pathways and destinations.

## **Monitored and reviewed**

The implementation of the Careers Programme will be monitored and reviewed by Helen Bardsley. We will evaluate and report on the achievement of the Gatsby Benchmarks and destination data.

## **Career Support Agencies**

The Avenue school works with:

- The local authority support team within Careers and Adulthood
- Careers and Enterprise Company
- Career Development Institute
- Talentino
- Tycoon
- Route to Recruit / ways into work / Shaw Trust
- New Meaning
- Berkshire Association of Special Schools (BASS)
- British Association of Supported Employment
- Department for Work & Pension

**For further information & updates please go to** [www.avenue.reading.sch.uk](http://www.avenue.reading.sch.uk)

Employers, community partners and learning providers

