



Careers Policy 2023-2024

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Introduction

1. In Year 11, students have the opportunity to take the Morrisby aptitude tests which are followed up by a personal interview with our Head of Careers. The profile report is available on Morrisbyonline which the students can access themselves for as long as they wish; the students can grant access to their parents if they so wish. In the Spring Term, there are a series of talks from people representing a variety of careers and for which students in Year 11 and 12 can elect to attend the one which is of most interest to them.
2. In Year 12, students have access to the Unifrog website which, under the guidance of form tutors, offers tailored advice on decisions beyond school.
3. In Year 9 and 10, students receive career guidance in the form of sessions delivered in the PD programme.
4. Seaford College takes the provision of careers advice and guidance seriously, and uses published, nationwide standards (National Foundation for Educational Research, 2014) to underpin our careers provision.

Strategic Aims

The strategic aims of careers at the College are:

- Have a member of the leadership team with responsibility for and understanding of CEIAG
- Have a member of staff responsible for coordinating CEIAG through transitions between Key Stages
- Have a policy that is circulated among staff and parents
- Develop a CEIAG plan each year, linked to whole school development plan
- Regularly monitor review and evaluate CEIAG strategy
- Regularly gather destination data

Careers Education Aims

The aims of careers education at the College are:

- Provide all students with careers education in line with accepted best national practice
- Devote curriculum time for teaching of careers education
- Teach students how to access, interpret and use labour market information
- Embed careers education across the curriculum in all subjects
- Enable students to learn about the world of work and match their skills and interests to realistic job opportunities
- Ensure that all students have a CV and a personal statement on leaving Seaford
- Ensure students have access to careers resources and drop-in careers sessions
- Makes parents aware of the careers education programme

Careers Information, Advice and Guidance Aims

The aims for our careers information, advice and guidance are:

- Provide opportunities for students to meet role models and inspiring individuals
- Provide independent and impartial careers information, advice and guidance on request
- Provide at least one face-to-face careers interview (preferable with a level 6 trained careers adviser)
- Provide a face-to-face interview at key decision-making points during their education – Year 9, 11, 12 and 13
- Develop an action plan for each student
- Centrally store, distribute and follow up action plans
- Organise events for students and parents where local providers of education and training are invited
- Advertise open days and evenings for education providers
- Make students aware of the National Apprenticeship Service and National Careers Service through Firefly

Employer Engagement Aims:

The aims for employer engagement are:

- Encourage employer engagement
- Teach students employability skills and give opportunities to practise these skills in real working environments
- Invite employers into school to talk to students about careers, offer activities and provide inspiration

Resources:

The delivery of the careers programme is enhanced with the use of:

- FutureSmart – this organisation provides a monthly newsletter, careers advice as and whenever requested, and two days of workshops a year
- Unifrog – currently used from Year 9 up but mostly in the Sixth Form for university guidance, personal statements and references
- Morrisby – currently used for Year 11 aptitude tests which then allows students to browse the careers library
- Barclays Life skills – provide good resources for careers lessons
- Skillsbuilder – online resource for developing the skills of: listening, speaking, problem solving, creativity, staying positive, aiming high, leadership and teamwork.