

FOOTSTEPS TRUST CEIAG AND POST-16 POLICY

1. Policy Statement

Footsteps Academy is committed to providing a high-quality Careers Education, Information, Advice and Guidance (CEIAG) programme that prepares students for successful progression into education, employment, apprenticeships or training.

As an Alternative Provision, we recognise our responsibility to support students, particularly those who may face barriers to participation, to make informed decisions about their future pathways. Our careers programme aims to raise aspirations, broaden horizons and ensure that all students are equipped with the knowledge, skills and confidence required for adulthood and employment.

2. Aims

The Careers Programme aims to:

- Raise students' aspirations and ambitions.
- Support students to make informed career decisions.
- Increase awareness of post-16 education and training opportunities.
- Promote apprenticeships, further education and employment pathways.
- Improve employability and workplace skills.
- Support vulnerable learners and those with SEND.
- Reduce the number of students becoming NEET (Not in Education, Employment or Training).
- Prepare students for life in modern Britain and the world of work.
- Ensure every student has a planned post-16 destination.

The programme will continue to:

- Raise expectations and aspirations.
- Introduce students to a wide variety of career pathways.
- Promote further education, apprenticeships and university opportunities.
- Support access to work-related learning experiences.
- Encourage reflection on individual strengths and areas for development.

3. Careers Provision

Students will receive careers guidance through:

- PSHE and Personal Development programmes.
- Individual careers interviews.
- Tutorial and mentoring sessions.
- Employer encounters.
- Workplace visits and experiences.
- Apprenticeship awareness activities.
- College and training provider presentations.
- Careers events and workshops.
- Visits to post-16 providers where appropriate.

Students will be encouraged to explore opportunities that match their:

- Interests
- Skills
- Strengths
- Aspirations
- Education and training needs

4. Gatsby Benchmarks

Footsteps Academy is committed to developing its careers provision in line with the Gatsby Benchmarks:

1. A stable careers programme.
2. Learning from career and labour market information.
3. Addressing the needs of each pupil.
4. Linking curriculum learning to careers.
5. Encounters with employers and employees.
6. Experiences of workplaces.
7. Encounters with further and higher education.
8. Personal guidance.

Progress against the Gatsby Benchmarks will be reviewed regularly.

5. Support for Vulnerable Learners

Particular attention will be given to:

- Students with SEND.
- Students with Social, Emotional and Mental Health needs.
- Students at risk of becoming NEET.
- Looked After Children and Previously Looked After Children.
- Students known to external agencies.

Additional information, guidance and support will be provided where required.

6. Post-16 Transition

Footsteps Academy will ensure that all Year 11 students receive support to:

- Identify suitable post-16 destinations.
- Complete applications.
- Attend interviews.
- Prepare personal statements and CVs where appropriate.
- Understand entry requirements.
- Access financial support information.
- Explore apprenticeships and traineeships.
- Access careers guidance from qualified professionals.

The Academy will work closely with students, parents/carers, referring schools and external agencies to maximise successful transition outcomes.

7. Provider Access

Footsteps welcomes engagement from:

- Further Education Colleges.
- Sixth Form Colleges.
- Independent Training Providers.
- Apprenticeship Providers.
- Employers.
- Higher Education Institutions.
- Careers Services.

The Academy will provide opportunities for students to hear from a range of education and training providers to support informed decision-making.

8. Careers Information for Parents and Carers

Parents and carers play a key role in supporting young people to make informed career decisions.

Information regarding careers pathways, local opportunities, apprenticeships and post-16 destinations will be made available through:

- Parent meetings.
- Careers events.
- School communications.
- Information provided by careers advisers and providers.

9. Monitoring and Evaluation

The effectiveness of the Careers Programme will be evaluated through:

- Destination data.
- Tracking student applications and offers.
- Student feedback.
- Parent and carer feedback.
- Employer engagement.
- Careers interviews and action plans.
- Review of Gatsby Benchmark progress.

The Academy will continue to:

- Track post-16 destinations.
- Review career education programmes.
- Engage former students.
- Celebrate destination and employment successes.
- Use destination data to improve provision.

10. Careers Leadership

Careers Leaders

Chandne Syed

Operations Manager

Shavanya Williams

Senior Learning Mentor

The Careers Leaders are responsible for:

- Coordinating the careers programme.
- Monitoring implementation.
- Developing employer partnerships.
- Supporting destination planning.
- Evaluating impact.

11. Equality and Inclusion

Access to careers education, information, advice and guidance will be available to all students regardless of:

- Background
- Disability
- SEND
- Gender
- Race
- Religion or belief
- Sexual orientation
- Socio-economic circumstances

Footsteps is committed to challenging stereotypes and ensuring equality of opportunity for all learners.