

## CAREERS ENGLAND WEBSITE ©

### CEIAG Case Study:

### Oldham Sixth Form College

#### The College

Oldham Sixth Form College is a 16 – 18 college with approximately 2,200 students. Students travel from Oldham and surrounding areas to attend. Courses include some level 2 BTECS and GCSEs but mainly level 3 A Levels, BTEC and OCR qualifications. The majority of students choose to progress to university after college.

The importance of progression is embedded in the college mission statement '*To provide the highest quality education for students in Oldham and the local area so that they are equipped to the very best of their abilities to move onto HE and/or employment.*'

#### Careers Education, Information, Advice and Guidance (CEIAG)

CEIAG is coordinated by the Careers Manager who is qualified in both Careers Education and Careers Guidance. Careers Education is delivered by Personal Tutors as part of the tutorial programme that aims to raise awareness of all opportunities available after college and give students the skills to research, plan and be successful in their applications. The Personal Tutor is also key in progress monitoring with individual students to monitor their progress in their subjects throughout their time at college.

There are extensive paper and electronic careers resources available to students including a careers blog that is updated instantly, as required.

Individual advice and guidance is delivered by the Careers Manager and a Careers Adviser based at college, but employed by Positive Steps which is an independent career guidance and support service.

Since the changes in statutory duty for the provision of careers guidance, the college has funded an independent careers adviser to continue for 5 days per week. While both advisers would consider their advice to be impartial as part of their good practice as careers advisers, the college considers that it is particularly useful to have an independent careers adviser, not employed by college to provide advice and guidance in some situations.

Students are encouraged to refer themselves for advice and guidance as they feel they require it and they actively make use of this facility, but they are also referred by Personal Tutors or as part of formal procedures in college e.g. when requesting a change of original course or considering leaving and during enrolment. Students who may be at risk of not completing their course successfully are also actively encouraged to make an appointment. There is also a careers assistant who helps students by signposting them to appropriate sources of information, answering quick queries and managing the appointment system.

## Curriculum

In addition, many of the vocational courses include a careers education element, such as opportunity awareness and insight or application and selection skills, related to the course. These include one-off events e.g. Psychology Conference, Maths Conference, visits to university departments or employers.

## External Partners including employers

The college has many links with local HE providers, employers and training providers who visit to deliver formal talks and informal 'drop-ins' for students. The college has held one-off events e.g. The Army Medical Corps Medical Facility set up in the Science Centre Exhibition Space and KFC 'Marketing Yourself' sessions for student about to leave college and enter employment.

Students are also encouraged to apply for and take up opportunities outside of college e.g. Manchester Access Programme, Summer Schools and work experience opportunities with high profile employers such as those offered by the Social Mobility Foundation.

Positive Steps arranges one week work experience placements for students linked to individual courses and 15 students have just graduated after completing an extended period of work experience with high profile companies in Manchester alongside their A Level Studies through Bright Futures.

## Quality of CEIAG

The most recent OFSTED inspection in March 2013 graded the college as 2-'Good' and reported that '*Careers Guidance is good and results in a high proportion of students progressing to higher education, employment and training.*'

The college achieved the *Inspiring IAG Gold Award* (CEIAG quality award) in June 2013. Due to consistent positive feedback over a long period of time from a variety of sources, the college felt that the careers provision was thorough and met the needs of students well, but the college found that it was very useful to undertake a detailed analysis of provision from a fresh perspective and in particular to receive unbiased feedback from parents and partners through a third party as part of the CEIAG quality award's assessment process.

**CONTACT DETAILS:** Joanne Boyes, Careers Manager: [JBS@osfc.ac.uk](mailto:JBS@osfc.ac.uk)

**(p) May 2014**