

## CEIAG Case Study:

### The South Wolds Academy and Sixth Form

#### The School

South Wolds Academy and Sixth form is a popular 11-18 school in Keyworth, a large village south east of Nottingham. Pupils transfer to South Wolds Academy from a number of primary schools in Keyworth and surrounding villages.

The school has a specialist status for Languages and learners benefit from the many languages taught as part of the curriculum, along with strong international links.

There are approximately 945 learners on roll, aged 11 to 18, and 78 teachers with FTE of 42 supporting staff. Ofsted classed South Wolds Community School as “*a good school with outstanding features*”.

The aim is to enable all students at South Wolds Academy and Sixth Form to achieve or exceed their social and academic potential. The school seeks to ‘get the balance right’ between outstanding exam results and the broader opportunities that will prepare its students for a successful life.

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

The school strongly believes in the principle that good quality Work-Related Learning - which includes Careers Education, Guidance (CEG) and Information Advice and Guidance (IAG) - can help raise the awareness and aspirations of young people. It gives them opportunities to acquire the skills, knowledge, and understanding necessary for them to be able to manage their career path through life and make them capable of financial self-management.

Students increasingly want to see the relevance of education to their future lives, and they need to see that what they are learning in school is developing their employability, that there is a connection between learning and earning potential. This can be a strong motivator for many.

#### Curriculum & Employer Engagement

CEIAG forms an integral part of the pastoral curriculum and is delivered in a variety of ways:

- **Tutor-Led and Assemblies**

The CEIAG programme has been embedded into the school’s tutorial programmes for years 9, 10 and 11. A Tutor-led calendar provides tutors with an overview of the CEIAG and WRL programme in years 9/10/11 with lessons ready to deliver. The lessons, one session per week, are either Tutor-led sessions (15mins), or Assemblies delivered by representatives from local Colleges and employer-led presentations.

As well as this delivery model there will also be whole year Careers ‘Events’. For each year group these are as follows in the annual cycle:

For Year 9:

- Careers Fair (Nov)
- Enterprise Event – Tutor led - March

- 2 Day Employability Skills Event (June)
- Challenge Day – Enterprise - whole school (July)

For Year 10:

- Opportunity to complete a one week Work Experience programme during Enrichment Week
- Careers Fair ( Nov )
- Challenge Day – Enterprise - whole school (July)
- Personal one-to-one interviews for targeted students

For Year 11:

- Careers Fair (Nov)
- Mock Interviews for targeted students
- Sixth form Interviews
- Personal one-to-one interviews for targeted students

Some students are offered extended work placements. These are organised by the Inclusion Manager who works closely with relevant outside agencies. Students are matched with a work placement in the occupational areas of their choice. The number of days per week can be flexible and fitted around each individual's timetable/programmes of study.

- **In addition many aspects of CEIAG and WRL are delivered through the wider curriculum**

Core curriculum areas {e.g. Business Studies and Vocational subjects (BTECs)} also contribute towards students' WRL, including the development of students' key skills, through their subject content and delivery methods.

Through the WRL programme all students have access to up-to-date, accurate and impartial information with regards to Further Education, Higher Education, Employment and Training opportunities with appropriate routes into these. The programme is fully supported and enhanced through:

- Annual capitation allowance.
- A well-resourced Careers Library.
- VLC
- A Careers Librarian, ensuring daily access to resources for all students.
- Teacher support allocated to key days in the calendar e.g. Work Experience visit
- Contact with parents.
- The continued development of close links with local industry.
- Administration/personnel support for CEG and WRL matters.
- Partnership Agreement with the "Futures" Service (external specialist careers and employability service). This Partnership Agreement with Futures is reviewed annually. The agreement sets out priorities and areas for development and identifies how the school and Futures Careers Service will work together in order to satisfy the needs of the student body.
- ICT in CEG and WRL.
- 'Fast Tomato' Careers Programme.
- Access to local area prospectus through Internet access.
- Careers Corner displays that highlight relevant and useful web sites that the students can access.
- Parental Involvement Group (PIGS)
- Links with employers including through the Nottingham and Derby Chamber of Commerce

The school has a Service Level Agreement with “Education Business Futures”, its Business Partnership Link, which provides links with possible work experience placements, health and safety checked, via their database.

Over the years the school has built up good public relations with many outside agencies which support the school, voluntarily, with many of its work-related activities e.g. Key skills days, mock interviews, Post 16 options, careers ‘speed dating’, and assemblies.

The school also encourages parental involvement in the delivery of WRL via e- letters home, the school newsletter and the web site and through its Parental Involvement Group.

The school’s ‘Inclusion Support Unit’, together with the extensive alternative curriculum, ensures that all students’ needs are met. There are clear and robust systems to allow identification of students’ needs.

Targeted students are given the opportunity to an individual careers guidance interview and where appropriate, this can lead to the production of an Action Plan. This allows the students to record their interests, aptitudes, and abilities and relate these to particular occupational areas or areas of further study.

Students will also be seen as small groups with particular pathways and focus.

Through the planned CEIAG Programme all students create an Individual Learning Plan to allow them to reflect upon their achievements and to develop strategies to reach their academic and career goals.

A senior member of staff also interviews students in Year 11 who are considering joining the school’s sixth form (Nov – Jan). Students unsure about a pathway into the Sixth form are supported with a ‘mock interview’ again during Dec-Jan of their final year concerning academic progress and career development into sixth form.

The school provides evidence of student’s destinations annually.

## **Strategic benefits**

CEIAG provision is cohesive and holistic which results in:

- developing students with confident career management skills,
- enabling positive progression,
- an inclusive approach to CEIAG,
- meeting student need via differentiation

## **Leadership, Management and Key Principles**

Despite constraints on timetable CEIAG has been embedded within the whole school.

Robust and well developed planning structures, which incorporate the implementation of an effective reviewing system, ensure the delivery of high quality CEIAG.

The quality of provision offered through the CEG and WRL programme is under regular review through regular timetabled meetings between the Vocational Manager, Head Teacher (Line Manger), SENCO, Inclusion Support, Year Performance Leaders and delivery team.

Regular contact allows those involved in the delivery of CEG and WRL to respond to specific issues as they arise and to monitor, develop and evaluate the programme of events provided.

Reflection of the effectiveness of the CEG and WRL programme is continuous and gathered through 'soft' evidence and evaluation by students and staff. Evaluation is used to inform future planning of provision and is documented through the School Improvement Plan and SEF.

The CEG and WRL programme is managed by the Vocational Manager who reports directly to the Headteacher. Delivery is supported by the Vocational Manager, the Year Performance Leaders and their tutor teams.

### Quality

The South Wolds Academy and Sixth Form has received the *Career Mark (CEIAG quality award) Gold award* which is recognition of its outstanding, continued commitment to quality CEIAG.

The school was also a finalist in School of the Year category in the 2014 Derbyshire and Nottinghamshire Chamber of Commerce Awards. The award was sponsored by the examinations body OCR (Oxford, Cambridge and RSA). They said:

*'OCR is proud to be sponsoring this year's School of the Year Award. Entries for this year's award were of an incredibly high standard, so warm congratulations go to all the finalists. OCR realises that schools give young people the foundation for learning and development. As a sponsor OCR is proud to recognise the outstanding work that teachers and schools do to ensure the next generation of successful and independent young people are prepared for the modern workplace.'*

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