



QUALITY IN CAREERS WEBSITE ©

CEIAG Case Study: EASTLEIGH COLLEGE

The College

Eastleigh College is a further education college delivering professional and technical training in Hampshire and neighbouring Counties. Through a number of subcontracting training providers, the College has learners across the UK. Provision ranges from supported learning to entry level and up to degree level in partnership with Portsmouth University. Study programmes for full time learners from entry level to level 3. The college serves some of the most deprived areas in Hampshire with more than 10% of the full-time learners being eligible for free college meals.

The College is committed to staff development through CPD, delivered internally or accessed externally including the gaining of relevant qualifications. The use of CDI qualifications to enhance the management of the service, and thereby the experience of the users is encouraged. Currently the Careers Adviser (already L7 careers adviser qualified) is working towards the L6 Careers Leader qualification, and the NCOP progression mentor (already a qualified teacher) is working towards the Careers Assistant qualification. Both share their knowledge and expertise and deliver training to teaching and support staff.

The careers education, employability and skills development programme is embedded into schemes of learning and lesson plans, as well as being available through the employability hub team of Careers Adviser, NCOP Progression Mentor and Work Placement team. The College strives for excellence in all its services and achieving

recognition of the **Quality in Careers Standard** was a KPI set in the College Quality improvement plan.

The College has a link Governor for Careers and Employer Links. Eastleigh College staff and governors believe that learners should be career ready and that the behaviours for the workplace flow through everything learners do, including what is expected of our staff and learners whilst they are on-site, or out representing the College in workplaces. The College seeks to embed its workplace values and expects its staff and learners to be:

- Respectful - polite, tolerant, honest, friendly, supportive
- Professional - punctual, prepared, to lead by example
- Ambitious - aim high, be your best, exceed targets, be inquisitive
- Resilient - committed, determined, keep going however hard it gets

A KPI was agreed for all study programme learners to have 35 hours of external work placement in academic year 19/20.

The College careers programme offers a broad range of activities and opportunities available to learners and is advertised both on the web site and on careers noticeboards throughout the College. The activities are differentiated depending on the level of study programme, and timing in the academic year. Clarity of the employability offer, and learners knowing their rights to those activities and opportunities including a careers interview by a qualified member of staff is key.

Careers Education, Information, Advice and Guidance (CEIAG)

Ensuring that learners access the right course at the right time with the right support in place in order to build successful careers and meeting the needs of the local economy is at the heart of Eastleigh College's strategy. Policy documents outlining the careers and work experience offer, IAG statement of service and admissions policy all reflect the commitment to enable learners to become career ready from senior leaders. The Careers programme is mapped to both the CDI learning outcomes and the Gatsby Benchmarks. The college was inspected by Ofsted and graded as 'good' in Dec 2018 and its award of the Matrix Standard was most recently updated in April 2020.

Careers education, employability and skills development underpin the programmes of study and are integrated in the following ways:

- Embedded in curriculum delivery and visible in schemes of learning and lesson plans
- Through academic tutorials, delivered by industry expert tutors
- Regular guest speakers and representatives from Industry visiting college
- Trips and visits to workplaces
- Learners encouraged to enter industry and national competitions
- Compulsory external work placements
- Learner personal development referenced to the workplace behaviours re-enforcing the aim to be work ready on completion of the study programme
- LMI knowledge and career development skills shared through 121, tutor and or large-scale careers events in College and LMI software using Careers Coach
- By encouraging volunteering
- NCOP support for disadvantaged learners
- Formal careers and progression interviews
- Drop-in sessions to develop specific skills such as interview, job application, CV, apprenticeship search
- Highly varied and successful careers week activities
- Substantial HE support, information and guidance in a variety of formats for those considering a University application

Student engagement in CEIAG/Student Voice

Eastleigh College strives to continually improve its provision of careers education, advice and guidance and measures the success through a robust and rigorous self-reflection and quality improvement cycle. This includes engagement levels in activities, destination data, learner feedback internally and using FE choices. Self-assessment reviews of departments begin with learner survey responses.

Quality

Membership of the Solent Careers Hub, the local IAG Consortium, maintaining the Matrix Standard, completing the COMPASS online Gatsby benchmark evaluation tool at

least termly as well as rigorous self-assessment and quality improvement plans ensure that the service is continuously improving.

The decision to work towards and attain the **Quality in Careers Standard** was one made with the view that the College aims for excellence in all that it does, and so the journey to achieve this national award would make the college reassess its Careers provision with new rigour and scrutiny. The process of gaining this award involved the full team of management, led by the Careers Leader and the Careers Adviser. Consistency in offer and opportunity was the greatest challenge, but one met with enthusiasm and positivity by the whole staff team.

Eastleigh College was accredited as 'fully meeting the Standard' on its first full submission of evidence.

Written by Lorna Wagner formally Head of Learner Journey including Careers Leader at the College until April 2020.

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(p) April 2020