# CHISLEHURST SCHOOL FOR GIRLS

Policy Document

Policy Name: **Careers Policy 2026-27**

Date of Last Review: October 2026

Date of Next Review: October 2027

Most Recent Updates:

SLT Responsible: CTi (Deputy Headteacher)

Other Staff Contribution: SR (Careers Coordinator)

# Chislehurst School for Girls
# Careers Education, Information, Advice & Guidance (CEIAG) Policy

## Updated to align with:

- Updated Gatsby Benchmarks (September 2026)
- Ofsted Education Inspection Framework – Personal Development
- DfE Statutory Guidance on Careers Guidance and Provider Access (latest)
- Unifrog Careers Strategy (Careers Year Plan & platform tools)

## 1. Policy Statement

Our CEIAG programme ensures every student in Years 7–13 accesses a coherent, inclusive and impactful careers journey. It is built around the updated Gatsby Benchmarks (2026), emphasising leadership, inclusion, meaningful encounters, data-driven improvement and parental engagement. We meet Ofsted expectations for Personal Development by preparing pupils effectively for their next steps and evidencing impact on destinations.

## 2. Aims of the Programme

- Develop self-awareness, confidence and career management skills.
- Explore all routes (academic, technical, vocational; apprenticeships, T Levels, university and employment).
- Receive impartial, high-quality careers guidance at key transition points.
- Understand links between curriculum learning and careers.
- Experience meaningful encounters with employers, providers and workplaces.
- Ensure tailored support for SEND, disadvantaged and vulnerable learners.
- Make informed, aspirational choices at 14, 16 and 18, leading to sustained destinations.

## 3. Framework and Statutory Alignment

This policy aligns to: (a) Updated Gatsby Benchmarks (2025); (b) DfE “Careers guidance and access for education and training providers”; (c) Provider Access Legislation (minimum six encounters across Years 8–13); and (d) Ofsted EIF for Personal Development. Unifrog is used as the school’s universal destinations platform to deliver, track and evidence the programme.

## 4. Roles and Responsibilities

Senior Leadership Team: Strategic oversight; careers embedded in the School Development Plan; resourcing and governance reporting.

Careers Leader: Designs the programme; coordinates delivery; manages Compass+/Unifrog data; leads employer/provider engagement; quality assures guidance and encounters.

Subject Leaders/Teachers: Embed careers in curriculum; deliver Unifrog tasks; support encounters and reflection.

Qualified Careers Adviser: Provide impartial 1:1 guidance; contribute to group guidance and option support.

Governors: Monitor statutory compliance, impact and equality of access.

## 5. Student Entitlement (Years 7–13)

- A published, sequenced careers programme and calendar.
- Access to impartial information on all routes and local/national labour-market information (LMI).
- At least one 1:1 guidance interview by end of Year 11 and further guidance in Sixth Form as required.
- Meaningful employer encounters every year and at least six provider encounters across Years 8–13.
- Workplace experiences (Year 12 placements) and additional experiences of work across KS3/KS4.
- Unifrog account from Year 7: building a personal record of activities, skills, and applications, with parent access.

## 6. Programme Delivery

Curriculum: Departments link learning to careers; display progression routes; include employer-linked tasks and case studies.

PSHE/Tutor: Careers lessons using Unifrog Careers Year Plan resources; LMI literacy; decision-making; finance and employability skills.

Encounters: Employer talks, panels, mentoring, fairs; FE/HE/apprenticeship provider sessions; purposeful preparation and reflection.

Experiences of Work: KS3 tasters; Year 10 and Year 12 placements; targeted experiences for SEND/PP; virtual pre-briefings and debrief reflections via Unifrog.

Parental Engagement: Information evenings; newsletters; Unifrog parent log-ins and guides.

## 7. Personal Guidance

Impartial 1:1 guidance is delivered by qualified advisers: Year 9 options support; Year 11 post-16 guidance; and Sixth Form post-18 guidance. Guidance notes and action plans are recorded on Unifrog, with appropriate follow-up for targeted learners.

## 8. Inclusion, Equity and Targeted Support

Provision is tailored for SEND, disadvantaged, EAL and vulnerable students. Adaptations include smaller-group sessions, assisted visits, enhanced employer mentoring and supported placements. Individual risk assessments and reasonable adjustments are applied to ensure equitable access.

## 9. Labour Market Information (LMI)

Students and parents access Bromley and wider London LMI through Unifrog and the school website. LMI informs planning of encounters and placements, ensuring relevance to growth sectors (e.g., health & social care, education, digital/creative, professional services). See separate document.

## 10. Provider Access (Baker Clause / PAL)

We provide access to a range of FE, HE, apprenticeship and technical providers. The school guarantees a minimum of six meaningful provider encounters across Years 8–13. Our separate Provider Access Policy sets out procedures for requesting access, safeguarding, logistics and evaluation. See separate document.

## 11. Work Experience (Modern WEX / EqualEx)

Students experience structured, purposeful “modern work experience”: KS3 tasters (approx. 1 week of activities across Years 7–9) and a Year 10 work shadowing experience, with a 1 week work experience placement in Year 12. Learning outcomes, preparation and reflection are embedded and hours are tracked on Unifrog.

## 12. Safeguarding

All encounters comply with the school’s Safeguarding and Child Protection Policy. Visiting adults follow sign-in, ID verification and supervision procedures. Risk assessments are completed for off-site visits and placements.

## 13. Monitoring, Evaluation and Impact

We evaluate the programme via Compass+, Unifrog analytics, student/parent/staff/employer feedback, and destinations data. Findings inform termly SLT and governor reports and drive continuous improvement. Equality of access and outcomes are monitored to close gaps.

## 14. Publication and Review

This policy, the annual Careers Programme, the Provider Access Policy, and destinations data are published on the school website. The policy is reviewed annually by the Careers Leader, approved by SLT and governors, and updated in line with statutory guidance.