

# Careers Programme

## Kennet School



### **To be reviewed 1 July 2026**

Kennet School will provide a programme of Careers Information and Guidance (CIAG) for all pupils. Effective CIAG is crucial to prepare young people for adult and working life.

### **Purpose**

The purpose is to deliver a planned progressive programme to suit the interests and abilities of individual pupils to gain the knowledge, skills and attitudes that they need to manage their own lifelong learning and career development. The programme develops for every pupil their understanding and experiences of the world of work and being an employee.

CIAG helps the pupils to achieve this by raising aspirations and levels of motivation and by supporting pupils with up-to-date and impartial guidance to help them make effective careers and educational decisions that are tailored to them as individuals.

Kennet School seeks to adhere to the core dimensions of good careers and enterprise provision by following the eight Gatsby Benchmarks:

- 1) To provide a stable careers programme in each of its establishments
- 2) To support learning from career and labour market information
- 3) To address the needs of each pupil
- 4) To link curriculum learning to careers where possible
- 5) To provide encounters with employers and employees
- 6) To provide opportunities for and guidance on workplace experiences
- 7) To provide encounters with further and higher education
- 8) To offer personalised, impartial guidance.

### **Key Principles**

The underlying theme will be the promotion of personal development in an environment which is challenging, supportive and encouraging.

The careers programme will be related to the individual needs and aspirations of the pupils. The programme will be delivered in partnership with other organisations to ensure a broad range of experiences and opportunities for pupils.

All Kennet School pupils will be able to access a full range of careers information and access online packages covering all options open to pupils at key transition points and throughout their time at Kennet. This information will be in a specified area, be open at all reasonable times, and be regularly maintained by the school's Careers Lead.

A provider access policy is signposted on the Kennet School website explaining how employers, colleges, and training and apprenticeships providers can arrange pupil access visits to inform them about approved technical education qualifications and apprenticeships aligned to, and in compliance with Provider Access Legislation (PAL). Pupils may also travel, on occasion, to visit other providers in their own locations to help facilitate access to information and providers.

**Requests for access to Kennet School pupils should be directed to Mrs S Hadi, Careers Lead, who may be contacted by telephone, or email: 01635 862121 / careers@kennetschool.co.uk**

Pupils are entitled to a CIAG programme which has clear, stated objectives; which is progressive; and which monitors and tracks the pupil's experience and engagement in career-related activities.

## Working in Partnership

**With pupils:** Kennet School will support each pupil's knowledge of career progression and ensure all pupils are clear what their own role and responsibilities should be.

**With parents/carers:** Kennet School will communicate regularly with parents/carers, enabling them to participate in events such as parents' evenings, careers fairs, guidance interviews, and it will inform them of what the pupil's entitlement will be and their role in supporting the process.

**With the Thames Valley Enterprise Partnership (LEP):** Kennet School will liaise with the trust's LEP enterprise coordinator as well as the individual business link which the LEP will assign to each Academy/College.

**With employers:** Kennet School will work with employers to offer a range of work-related activities including visiting speakers, careers enrichment events, careers fairs and open evenings.

**With providers:** Kennet School will provide a range of opportunities for providers to offer information to pupils about local opportunities in employment, training and education via presentations, materials or group sessions. Pupils may attend conferences, careers conventions, taster courses or other activities when appropriate. The PAL means that all establishments will give direct access to Further Education, apprenticeship and alternative 14-16 providers, so that they can have access to speak with pupils from years 8-13 about their offer at 14-16, post-16 and post-18.

**With governors:** Kennet School will have a link governor who will be kept up to date on all matters linked to careers by the Careers Lead. Our link governor is Ms Judy Wilson.

## Engagement by Pupils

Research suggests that pupils learn best when they are actively involved in their learning. The CIAG programme will use a range of activities which encourage such involvement:

- In one-to-one discussions with Careers Lead or Careers Advisors
- In meetings with senior members of staff at key progression points
- In whole class discussion or group work in the classroom with tutors or visiting specialists during pastoral time and within pastoral time in school
- In group sessions with Careers Lead, Careers Advisors, employers or other adults with expertise
- In individual research and the use of computer based/online information.

## Equal Opportunities & Equal Access

Kennet School will ensure that all pupils can benefit from CIAG by enabling them to participate in all the activities which make up the programme. Pupils who may have additional, or specific, access requirements will be identified by many of our on-site professionals in collaboration with the Careers Lead. The Careers Lead will liaise with such professionals to ensure that plans are made to ensure every pupil can benefit from the provision.

This can be done by:

- reviewing physical access
- reviewing the range of activities
- reviewing the material and providing differentiated materials
- providing any additional equipment required
- having one-to-one meetings with Careers Advisors and Teaching Support staff in attendance.

## Management & Co-ordination

Careers Lead will have overall responsibility for ensuring the delivery of the policy and programme. They will work closely with pastoral teams and they, in turn, will support the delivery of the careers programme when required.

The Careers Lead will ensure that the Compass+ evaluation tool is used once per term to evaluate Kennet School's careers provision and to make any necessary amendments.

## **Professional Development**

Kennet School will assess the training needs of those delivering CIAG on a regular basis and will offer opportunities to those staff to attend relevant training programmes as and when appropriate. Opportunities to share good practice across the Academy Trust will be made available and our Careers Lead will engage in partnership work where relevant.

The termly Career Network meetings are an excellent opportunity to share best practice.

The Careers Lead will complete CPD training per year as part of their commitment to this sector, to maintain up to date knowledge of appropriate theories, educational relevance and career opportunities for our community.

## **Evaluation & Review**

The careers programme will be reviewed on an annual basis by the Careers Lead and adapted where necessary. This will take into account any feedback from staff, pupils or external providers linked to the previous year's activities.

The Careers Lead will provide a summary on a termly basis which will be presented to the Headteacher and subsequently to the Governing Body.