Weymouth College Careers Education Information Advice and Guidance (CEIAG) Programme and the 8 Gatsby Benchmarks

To meet the Department for Educations new Careers Strategy and the 8 Gatsby Benchmarks:

Weymouth College employs a qualified Careers and Guidance Coordinator with over 17 years of experience in the private sector and in Further Education and a qualified Careers Guidance Adviser.

1. A stable careers programme. Every school and college should have an embedded programme of career education and guidance that is known and understood by students, parents, teachers, governors and employers.

Weymouth College has been delivering a stable Careers programme for over 7 years to all students. The College website lists what the programme is and how students can access this programme. Weymouth College MOODLE website hosts many resources for students to access and their entitlement to a Careers Programme.

There is a link governor who is actively involved with the Careers Programme and who reports back to board meetings.

Weymouth College has held Investor in Careers accreditation for over 7 years and in December 2017 Weymouth College was awarded the new Quality in Careers Standard for its delivery of this programme.

2. Learning from career and labour market information. Every student, and their parents, should have access to good quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.

Weymouth College course literature covers progression to the next levels of study and also employment. At open evenings/days, subject interviews and parents interview evenings, parents and students can access LMI information from teaching staff and trained advisers. Students can also access trained advisers for one to one guidance. The lecturing staff provide students with LMI relevant to their course and workshops delivered during tutorials provide students with current LMI. Visiting employers often provide LMI to students and students can access current vacancies on the Weymouth College JobShop.

3. Addressing the needs of each student. Students have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each student. A school’s careers programme should embed equality and diversity considerations throughout.

The careers programme takes in to account the differing needs of students. Where some students can be provided with IAG on where to research information and be trusted to do so, others need more support. Entry level programmes have access to a qualification in progression and all students can access one to one IAG when group work is not suitable for them. All work activities that students undertake are recorded on Weytrack.

4. Linking curriculum learning to careers. All teachers should link curriculum learning with careers. STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.

All vocational lecturing staff are industry professionals so link learning to real work experiences. The importance of STEM subjects are promoted within each area when looking at professions and progression. Employers and HE institutions are invited to talk to students in lessons and students are given the opportunity to visit employers and HE institutions.
5. **Encounters with employers and employees.** Every student should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.

Each subject area has links with employers, who are invited in to speak with students on a regular basis. Students also have the opportunity to attend Careers, Apprenticeships and HE events where they can meet employers. Guest speakers are also invited to attend Weymouth College to talk to larger groups of students about opportunities with them. The College also runs a JobShop that employers can upload jobs for students too and students receive a weekly e-mail.

6. **Experiences of workplaces.** Every student should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.

Many of the courses at Weymouth College have a mandatory work placement that students have to complete to pass the course. There is also a work placement officer to assist students who do not have a mandatory placement, to gain one. Many students come to college already undertaking part time employment, and they will be given the opportunity to evaluate this experience.

7. **Encounters with further and higher education.** All students should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.

Students are given the opportunity to attend HE fairs and to meet with HE partners to discuss progression options. Weymouth College delivers a bespoke programme for level 3 students wishing to progress to higher education. It also supports its HE students to progress to top up years.

The programme of Careers Education also includes sessions on HE level Apprenticeships and distance learning, for those students that don’t necessarily want to go to university full time.

8. **Personal guidance.** Every student should have opportunities for guidance interviews with a career adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made.

Weymouth College employs qualified and experienced Careers Guidance Advisers. These advisers also deliver the National Careers Service provision for adults aged 19 and over, as a subcontractor to the Education Development Trust.

All students can book Careers/Guidance appointment by going to reception, by phone or e-mail. During progression week, students who are unsure of their progression direction are automatically booked a guidance appointment.

New applicants are able to book appointments to discuss courses that they may want to apply for and any potential applicant can book an appointment if they are unsure what to apply for.

The advisers also deliver guidance in schools across the area and attend open day/evenings at schools to offer IAG.

Weymouth College holds the Matrix Standard for its quality of delivering Information, Advice and Guidance (IAG).