

# St Piers School & College

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

These guidelines support the implementation of the Curriculum Policy and outline the provision of Careers Education for all students at St Piers School and College



**St Piers**  
School & College

**Approved by:** Simone Hopkins

**Last reviewed on:** December 2023

**Next review due by:** December 2025

## 1. Introduction

St Piers School and Further Education College is a non-maintained day and residential Special Educational Needs (SEN) provision for students aged 5 – 25 with Epilepsy and/or other neurological conditions and comorbidities including learning difficulties, ADHD and ASC. Our provision offers educational support via our waking day curriculum that is supported by many other professionals within our multi-disciplinary team including, educational psychologists including a resident play therapist and positive behaviour mentors, occupational therapists, physiotherapists, speech and language therapists and a specialist medical team.

St Piers has a well-established Student Voice that has been embedded into the inclusive ethos of both School and College for many years. We offer a nurturing and safe environment and support our students in developing independence skills through our three-tiered curriculum where students follow learning journeys catered around their individual needs.

1. Learning for life

2. Skills for Life

3. Specialist Skills

## 2. The Aims of our CEIAG Policy

- Promote independence and self-help skills.
- Provide access to expert personal guidance, information and advice to students, families and professionals from an internal Independent Advice and Guidance practitioner (IAG).
- To facilitate work related learning and employability opportunities through the accredited curriculum and via internal or external work experience placements where appropriate.
- Facilitate the achievement of its learners through a variety of accredited qualifications and bespoke learning pathways.
- Assist students and parents with a transition pathway into appropriate future placements.

## 3. Meeting statutory requirements

The Careers Leaders at St Piers School and College are registered professionals with the Career Development Institute (CDI) and have signed up to the code of ethics around impartiality. This Professional registration allows us access to the most current updates in legislation and relevant training for our setting. It enables us to identify areas for development that will feed into our annual CEIAG development plans that link to the whole school and college Quality Improvement Plan at a strategic organisational level. We are committed to meeting the 8 Gatsby Benchmarks and review our progress against these guidelines every-four months using the Compass Toolkit and through Links with Coast to Capital, Surrey Careers Hub and SEND cluster Groups. Both the school and college hold a Quality in Careers Standard (QiCS) Award through Career Mark, a nationally validated awarding body, and the College hold the Fair Train Gold Work Experience Quality Standard. The school and college are working towards the QiCS Award as part of the revalidation process. We continually monitor, review and update our CEIAG programme annually.

Details of the Careers Leader in School and College can be found below. The role of the Careers Leader is to advise the Senior Leadership Team (SLT), Executives and Governors, to facilitate the contribution of colleagues and external organisations in addition to managing and developing the Careers Education programme, including information, advice and guidance (IAG).

(whose name should go here)

St Piers School Careers Leader:

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St Piers College Careers Leader:

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Information about our CEIAG programme can be accessed on our website by students, parents, teachers, tutors, stakeholders and employers. The Website provides information about the

education structure, which shows the three learning journeys available to our students and gives further information about work-based learning, work experience, supported internships, vocational learning, accredited courses and non-accredited learning and enrichment opportunities. Our CEIAG programme is also key for supporting students and their parents, with the support of local authorities through transition phases. The destinations of our young people upon leaving St Piers School and College are tracked and the information gained from this has an impact on the future development of CEIAG.

## 4. The CEIAG Curriculum

Our Careers programme is threaded through the curriculum at each stage of the student's education and through every learning journey. Each student is placed on a personalised journey. Students are placed in small class groups with a high level of specialist staff. Each student follows a specifically designed programme and individualised timetable within the scaffolding of a class timetable. This provides scope for free flow learning and semi-formal learning to a more structured and subject specific learning. Both School and College run the TALANTINO Careers at EVERY level programme for students with SEND.

### **Primary**

Bambino Programme aimed to engage young people in the first steps of careers education

### **Secondary**

Careers at EVERY Level programme for PMLD - MLD learners

### **Sixth form**

Functional Skills Programme (where appropriate) and Careers at EVERY Level programme

### **College**

Functional Skills Programme (where appropriate) and Careers at EVERY Level programme

## 5. Programme routes with qualifications and accreditation with the following boards:

- Edexcel
- Equals (Moving On)
- LASER
- OCN
- OCR
- Art's Award

## 6. Related Policies

St Piers School Curriculum Statement

[http://infosource.ncype.org.uk/sites/org/polproc/\\_layouts/15/WopiFrame.aspx?sourcedoc=/sites/org/polproc/PoliciesWithMetadata/Curriculum%20Statement%20School%20Jan%202018%20EGB.doc&action=default&DefaultItemOpen=1](http://infosource.ncype.org.uk/sites/org/polproc/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/org/polproc/PoliciesWithMetadata/Curriculum%20Statement%20School%20Jan%202018%20EGB.doc&action=default&DefaultItemOpen=1)

St Piers College Curriculum Statement

[http://infosource.ncype.org.uk/sites/org/polproc/\\_layouts/15/WopiFrame.aspx?sourcedoc=/sites/org/polproc/PoliciesWithMetadata/Curriculum%20Statement%20-%20College%20Jan%202018%20EGB.doc&action=default&DefaultItemOpen=1](http://infosource.ncype.org.uk/sites/org/polproc/_layouts/15/WopiFrame.aspx?sourcedoc=/sites/org/polproc/PoliciesWithMetadata/Curriculum%20Statement%20-%20College%20Jan%202018%20EGB.doc&action=default&DefaultItemOpen=1)

Signed: Simone Hopkins

Executive Principal St Piers School and College



## Version table

**Creation:-**

**Approved by:-**

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