

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)

1. Introduction

St Piers School and 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, Attention Deficit and Hyperactivity Disorder (ADHD) and Autistic Spectrum Condition (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 supported by a resident play therapist and pastoral team, 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

- To promote student independence and self-help skills.
- To provide access to expert student specific guidance, information and advice to students, their families/carers and professionals from an internal Independent Advice and Guidance practitioner (IAG).
- To facilitate work related learning and employability opportunities for students through the accredited curriculum and via internal or external work experience placements, where appropriate.
- To facilitate the achievement of St Piers learners through a variety of accredited qualifications and bespoke learning pathways.
- To assist students and parents/carers with a transition pathway into appropriate future placements.

3. Meeting statutory requirements

The IAG at St Piers School and the Careers Leader at St. Piers College are registered professionals with the Career Development Institute (CDI) and have signed up to its code of ethics around impartiality. This Professional registration allows the IAGs access to the most current updates in legislation and relevant training for our setting. It enables the IAGs to identify areas for development that will feed into St Piers' annual CEIAG development plans that link to the School and College Quality Improvement Plan at a strategic organisational level. St Piers is committed to meeting the eight Gatsby Benchmarks and to review progress against these guidelines every-four months using the Compass Toolkit and through 'links with other organisations, such as Coast to Capital, Surrey Careers Hub and Special Educational Needs & Disabilities (SEND) cluster Groups. Both the School and College hold a Quality in Careers Standard (QiCS) Award through Career Mark, a nationally validated awarding body. St Piers continually monitors, reviews and updates its CEIAG programme

Details of the Careers Leaders in School and College can be found below. The role of the IAG/Careers Leader is to advise the School/College Senior Leadership Team (SLT), Exec team 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).

St Piers School Careers IAG:

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Information about St Piers' CEIAG programme can be accessed on its website by students, parents/carers, 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/carers, with the support of local authorities through transition phases. The destinations of the 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

St Piers' 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 Talatino ! '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. This includes but is not limited to

- Edexcel
- Equals (Moving On)
- Laser Learning Awards
- Open College Network (OCN)
- Oxford Cambridge and RSA (OCR)
- Art's Award

6. Related Policies

St Piers School Curriculum Policy

St Piers College Curriculum Policy

This policy is agreed by Executive Principal and will be implemented by the Education Directorates.

Signed:



Date: April 2025

Jeremy Law
Executive Principal

Date of next review: April 2027

Version table

Creation:- Naomi Bradley

Approved by:- Richard Gargon

<u>Version No.</u>	<u>Date of changes</u>	<u>Reason for change</u>	<u>Changes made by</u>
2	13.12.21	Due for checking, updating and renewal	Naomi Bradley
3	05.12.23	Policy formatting updates and review of information and qualifications	Wendy Tester & Ginnie Batten-Evatt

4	05.12.24	Review of information	Wendy Tester
	25/03/25	Wording tidied	Policy Review Group