The BRIDGE SCHOOL

Policy for Careers Education, Information, Advice and Guidance (CEIAG)

2026-2027

Policy Approved: 2025

To be reviewed: 2027

Vision

The Bridge School will provide students with the knowledge, skills and understanding they need to be employable, confident and well-informed young adults ready to pursue successful careers.

Every learner at The Bridge School is entitled to:

- an ambitious careers programme;
- access to current labour market information;
- encounters with employers;
- workplace experiences;
- encounters with FE, sixth-form, apprenticeship and training providers;
- impartial careers guidance;
- additional support where they are vulnerable or at risk of NEET.

Rationale

Careers education and guidance programmes make a major contribution to preparing young people for the opportunities, responsibilities and experiences of life. A planned progressive programme of activities supports them in choosing appropriate pathways that suit their interests and abilities and help them to follow a career path and sustain employability throughout their working lives.

Careers Education for Alternative Provision Learners

The Bridge School recognises that many learners face additional barriers to education, training and employment, including SEMH needs, SEND, disrupted education, low attendance, social disadvantage and adverse childhood experiences.

The careers programme is therefore personalised to ensure that:

- aspirations are raised;
- learners understand realistic and achievable progression routes;
- individual barriers are identified and addressed;
- careers guidance supports attendance, engagement and positive destinations;
- additional transition support is provided where required;
- vulnerable learners at risk of NEET are identified early and targeted support provided.

Commitment

The Bridge School is committed to providing all its students with a programme of careers education, information, advice and guidance (CEIAG). The school's work is informed by current government guidelines and recommendations and other relevant guidance.

The Government's careers strategy, published on 4 December 2017, sets out a long term plan to build a world class careers system that will help young people and adults choose the career that is right for them. This policy has been developed in accordance with the Department for Education statutory guidance Careers Guidance and Access for Education and Training Providers' (updated June 2026), the Gatsby Benchmarks, and the expectations of the Careers & Enterprise Company.

Aims

- To contribute to strategies for raising achievement, especially by increasing motivation, attitude to learning and attendance
- To raise awareness of different types of Jobs particularly those in growth sectors
- To encourage participation in continued learning including higher education, further education and apprenticeships
- To reduce drop out from and course switching in education and training
- To prevent pupils leaving and becoming NEET
- To contribute to the economic prosperity of individuals and communities
- To involve parents and carers in key decisions concerning careers and progression.

Our Programme has been developed in line with the Gatsby Benchmarks. The school will use Compass+ and Compass evaluations to assess progress against the updated Gatsby Benchmarks and identify areas for continuous improvement.

The Gatsby Benchmarks

- A stable careers programme.
- Learning from career and labour market information.
- Addressing the needs of each pupil.
- Linking curriculum learning to careers.
- Encounters with employers and employees.
- Experiences of workplaces.
- Encounters with further and higher education.
- Personal guidance.

Staffing

All staff at The Bridge School contribute to CEIAG delivery through their roles as form Subject Teachers, Tutors, Support Staff and Key Workers. Careers education sessions are delivered by staff through Personal Development lessons. These sessions are monitored by the Careers Leader Team.

Key Personnel:

Aarron Stafford: Head Teacher overseeing the CEIAG Programme.

Graham Dodd: Careers Leader

Implementation of Careers Education

Curriculum - The Careers Programme includes careers education sessions, career guidance activities (group work and individual interviews), information and research activities, work related learning and individual learning activities. Other events and activities are planned and organised separately throughout the year.

CEIAG programme will help students to:

- Understand themselves, their interests, likes and dislikes, what they are good at and how this affects the choices they make
- Identify any barriers to education, employment and training and signpost/refer as required to internal or external agencies for additional targeted support.
- Find out about different courses, what qualifications they might need and what opportunities there might be
- Develop the skills needed for working life, including looking at the positive activities or voluntary opportunities students could engage in out of school.
- Understand the requisite employability skills and those important personal and social skills required outside of the classroom.
- Make realistic, but ambitious, choices about courses and jobs
- Develop a plan of action for the future
- Understand the different routes after Year 11 including Further and Higher Education, Apprenticeships and Training and Employment.
- Be able to make effective applications for jobs, training and further and higher education
- Develop interview skills
- Be able to complete a CV and covering letter
- Improve confidence and self esteem

Implementation - The programme is provided to Pupils through:

- The Personal Development curriculum
- Cross curricular careers information
- Mentoring activities
- Work experience and access to industry
- Careers presentations and activities
- Guest speakers
- Information and research activities (using START Profile)
- Visits to and by local post 16 providers
- Careers Information at Parents' Evenings
- Careers Action planning – one to one Career interviews
- Careers Boards / information points in key positions
- School website has a designated Career section
- Careers and Progression Assemblies
- Visits to university

- Activities during form time in all year groups that promotes awareness of a wide range of career opportunities and progression routes.
- Post 16 Destination Fair where local colleges, universities and apprenticeship providers are represented.
- Information about open days at local learning providers and universities

SEND and Vulnerable Learners

Learners with SEND, EHCPs, SEMH needs and other additional vulnerabilities will receive personalised careers support. Careers planning will be integrated into annual reviews, transition meetings and multi-agency planning where appropriate.

Guidance

The Careers Advisor will provide individual and impartial interviews throughout the year. Every learner will have access to independent and impartial personal guidance from a qualified careers adviser at key transition points. Priority will be given to learners who are vulnerable, have SEND, are looked-after, are persistently absent or are identified as being at risk of becoming NEET.

Equality and Diversity - CEIAG is provided to all students who are encouraged to follow career paths and suit their interests, skills and strengths with the absence of stereotypes. All students are provided with a wide range of opportunities and diversity is celebrated.

Parents and Carers - Parental involvement is encouraged at all stages. Parents are kept up-to-date with careers-related information.

Staff Development

The Careers Leader will design, implement and evaluate a whole school improvement strategy that ensures progress towards all eight Gatsby Career Benchmarks; a statutory requirement for schools. We are a member of the Liverpool Careers Hub and receive regular support and information from the Hub and The Careers and Enterprise Company.

The school also receive support with careers developments via an Enterprise Coordinator Link and an Employer Enterprise Advisor.

Staff training and CPD needs in relation to CEIAG are identified in conjunction with the school INSET/CPD lead.

The following will be published on the school website:

- Careers Policy;
- Careers Programme;
- Provider Access Statement;
- Careers Leader contact details;
- Destination information where appropriate;
- Information for parents and carers.

Links with external agencies

We intend to develop strong links with a variety of agencies including: City of Liverpool Careers Hub, Keepmoat Housing, Shaping Futures Job Centre Plus, Halton E2E Team, ASK apprenticeship Service, National Citizens Service, National Careers Service, A variety of FE Colleges, Training Providers and Universities, AllaboutSTEM & The Careers & Enterprise Company.

Provider Access Policy Statement

In accordance with Section 42B of the Education Act 1997, The Bridge School ensures that a range of education and training providers have access to pupils to inform them about approved technical education qualifications, apprenticeships and vocational pathways.

All pupils in Years 8–11 are entitled to:

- learn about technical education qualifications;
- learn about apprenticeship opportunities;
- meet providers of technical education and apprenticeships;
- understand how to apply for technical and apprenticeship pathways.

Requests from providers should be directed to:

Graham Dodd – Careers Leader

The school will provide suitable facilities and opportunities for provider engagement throughout the academic year.

Monitoring Review and Evaluation

The Bridge School use The Career and Enterprise Compass tool to assess provision against the Gatsby benchmarks. This allows us to quickly and easily discover our strengths and find areas for improvement. The software, *Compass PLUS,* is used to track and record provision.

The Careers Leader will annually evaluate:

- Gatsby Benchmark achievement;
- destination outcomes;
- student voice;
- parent feedback;
- employer feedback;
- provider engagement;
- Compass+ data.

Findings will inform the School Improvement Plan.

Destination Monitoring

The school will track the intended, sustained and actual destinations of pupils leaving Year 11.

Destination information will be gathered and reviewed to evaluate the effectiveness of the careers programme and to identify groups requiring additional support.

CEIAG: Careers Education, Information, Advice and Guidance.

Gatsby Benchmarks: National framework for good careers guidance.

LMI: Labour Market Information.

NEET: Not in Education, Employment or Training.

SEND: Special Educational Needs and Disabilities.

EHCP: Education, Health and Care Plan.

Apprenticeship: Paid employment with training leading to qualifications.

FE: Further Education.

HE: Higher Education.

Work Experience: Placement providing experience of the workplace.