

**Yorkshire
Rose
College**

Careers Policy

Author/Owner	Last Review Date	Next Review Date
Tracey Jamison / Suzie Beaumont	May 2022	May 2023
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Michael Ibbotson / Michelle Agate	Oct 2025	Oct 2026
Michelle Agate/ Annette Morton	Jan 2026	Jan 2027
Michelle Agate	July 2026	July 2027

Mission

To create a supportive environment where every student's journey is respected, empowering them to achieve their full potential through a personalised curriculum that promotes and celebrates individual achieve.

Vision

To be recognised as an outstanding national specialist college transforming the lives our students.

1. Rationale for the careers policy

Schools and colleges should raise the career aspirations of their SEN students and broaden their employment horizons. They should use a wide range of imaginative approaches, such as taster opportunities, work experience, mentoring, exploring entrepreneurial options, role models and inspiring speakers.

Communication Specialist College Doncaster strives to provide all learners with the skills, knowledge, attitude and attributes required for successful adult life in 21st Century Britain. Our policy is underpinned by Sections 42A and 45A of the Education Act 1997 and has due regard to the DfE's statutory guidance 'Careers guidance and access for education and training providers', which was last updated January 2023. This policy also has due regard to other legislation and statutory guidance, including, but not limited to, the following:

- *Education Act 1997*
- *Education and Skills Act 2008*
- *Apprenticeships, Skills, Children and Learning Act 2009*
- *Equality Act 2010 • Children and Families Act 2014*
- *Technical and Further Education Act 2017*
- *Careers strategy: making the most of everyone's skills and talents (2017)*
- *DfE Careers guidance and access for education and training providers (January 2023)*
- *Participation of young people: education, employment and training' statutory guidance (updated April 2024)*
- *Special Educational Needs and disability code of practice: 0-25 years, Chapter 8.28*

2. Aim of the Careers Policy

To provide outstanding careers education, information and employer engagement opportunities. To support our students to be ambitious and achieve their long-term goals.

We aim to meet the requirements of all eight of the Gatsby Benchmarks:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

3. Commitment

To develop a person-centred approach to each individual by providing:

- A comprehensive curriculum relating to clear learning outcomes, linked to individual EHC plans;
- A range of employer engagement opportunities including: industry visits, work experience placement, supported internship placements and access to speakers from the world of work;
- Access to impartial careers advice: Ensuring support for all students to make successful transition through tutorials and annual EHC plan meetings;
- Ensuring a quality careers offer that meets the requirements of the Gatsby Benchmarks, the Careers and Development Institute and Ofsted.
- To arrange transitions visits for students as applicable

4. Provision

Effective career planning involves both careers information and guidance and employer engagement opportunities.

Careers education helps students develop the knowledge and skills they need to make informed successful choices, understand and manage transitions in learning and move in to work placements.

This process allows students to become confident in making decisions about their learning and long-term goals. Progress in students' self-development and skills is monitored and recorded regularly.

The college provides careers education through its sessions. Careers education is part of the planned learning which can be in timetabled sessions and in tutor group which is differentiated to the correct level of learning for each student to allow opportunity for all and to support them in fulfilling their potential.

Communication Specialist College supports all relevant students to participate in meaningful and fulfilling employer engagement opportunities whether this be, internal or external.

Communication Specialist College are actively involved with The Enterprise Adviser Network, Doncaster Careers Hub and the Sheffield City Region Careers Hub and has strong links with a range of local employers.

Students will be supported to attend a range of industry visits and have access to employer talks, to raise their career aspirations and broaden their employment horizons. An industry visit is a pre-planned event to meet an employer on their premises to have a tour and discuss employment opportunities within that industry. An employer talk is where we invite a member of their team to deliver a session within college to give student a insight into their industry.

The Work Experience team will ensure students will have access to a well-planned and effective work experience placement(s) to enable them to develop many of the skills they will need to gain and sustain employment throughout their working life.

Parents/carers will have access to the careers programme on our website. Parents have the opportunity to support through formal events: parents evenings, EHC Plan meetings, Transition meetings, open days and can directly communicate with the careers, work experience and transition team throughout the year. The Careers offer is available for viewing by parents/carers on our website or within our prospectus.

5. Review and monitoring of Policy

This policy will be developed and reviewed annually in discussion with teaching and associated staff, students, parents, governors, and external partners. Students will be involved in the planning, delivery and evaluation of the policy and practice:

The policy is shared with staff, careers governor, student council, parent voice and external providers.

All partners are actively involved in planning, delivery and evaluation.

6. Equal Opportunities

We are committed to advancing and achieving equality of opportunity for all students/carers/associated persons, staff, governors and visitors. We believe that all people are of equal value and encourage their progression, we promote equality of opportunity, celebrate diversity and challenge stereotypes.

7. External opportunities

A comprehensive local work experience programme, industry visits, attendance at job fairs and careers events, college and university open days, hosting and attendance at transition and employer events.

8. Monitoring and Tracking of student progress

The college monitors student progress through: tutorials, observations on work placement including feedback from employers whilst on work experience, recording observations against targets, teaching and learning observations and EHC plan meetings.

9. Management

The careers education programme is incorporated in the tutor programme by each Tutor and managed by the Curriculum Manager and is supported by a nominated link governor and careers adviser (to be reviewed annually). Work experience is logged by the Work Experience team who liaises with employers, parents and management team. Impartial Careers Advice is logged in an action plan which is sent to the student and recorded by the Careers Adviser.

10. Staffing

All staff contribute to careers information and guidance through their roles as Tutors and Support Staff roles. Staff training, guidance sheets, tutor hand outs and career documents also provide further details. The link governor to meet with Careers team three times a year or alongside discussions around Careers within Governor meetings held throughout the year.

11. Relationship to other policies

Careers education is conducted in accordance with the college's Equal Opportunities Policy, Work Experience Policy, Educational Visits Policy, Safeguarding Policy and other relevant policies. The college remit of careers is recognised and the curriculum is developed alongside that of other areas so that careers education is an integral part of the whole college curriculum.

12. Impartial Information resources

Careers information is located in the Careers Advice office, electronically on Teams, in displays in the curriculum area and other media including the internet. External links are published on the college website.

13. Budget

Funding is allocated in the annual budget planned in context of the whole College priorities. Maximum use will be made of in-house quality resources as the currency of careers material is very short and often not fit for purpose. The Curriculum Managers are responsible for the effective development of resources and will link closely with the colleges Careers Leader and Careers Adviser.

14. Staff development

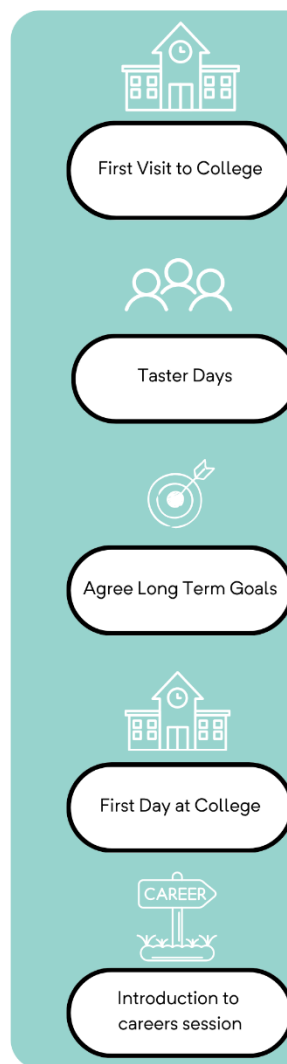
Staff development needs are linked to staff's own development in department and is identified and reviewed at appraisal.

15. Monitoring, reviewing and evaluation

A report will be submitted by the Admissions and Student Experience Director to the College Governors on an annual basis, including: an account of activities, a review of progress and an evaluation of student to parental response to provision, through outcome data and parent questionnaire. Compass reports will be completed termly to the Careers Hub, mapping our success of achieving the Gatsby Benchmarks. This information is also shared with the college Principal.

Careers - Learner Journey

Transition In



Careers offer



Transition Out

