



**Five
Rivers®**

**FIVE RIVERS
CHILD CARE LTD**

Careers,
Education,
Information,
Advice and
Guidance Policy
& Procedure

'Five Rivers is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment'

Policy Owner	Headteacher
Authoriser	Head of Education
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1. Policy

1.1 Policy Statement

1.2 Terms and Definitions

1.2.1 The below table sets out a number of terms and definitions used within this document:

Term	Definition
CEIAG	Careers, Education Information, Advice and Guidance

1.3 Data Protection

1.3.1 Five Rivers Child Care supports the objectives of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 and other legislation relating to Data Processing, including the Human Rights Act 1998, Regulation of Investigatory Powers Act 2000 and the Freedom of Information Act 2000. Five Rivers Child Care has a statutory obligation to process personal data in accordance with the provisions of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018

1.3.2 Every member of Five Rivers Child Care has an obligation to ensure that the information they process (use) is collected, maintained and disclosed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 and the Five Rivers Child Care Data Protection Policy.

1.4 Disclosure of Information

1.4.1 Any use or disclosure of information held within Five Rivers Child Care, without there being a legitimate purpose or legal basis, will be classed as unauthorised and is a criminal offence under Section 55 of the Act Right of Access (Subject Access Requests).

2. Procedure

RATIONALE

Five Rivers is fully aware and committed to our statutory duty to provide impartial and objective Careers Education, Information, Advice and Guidance (CEIAG) in Years 7 (Age 12). However CEIAG within our schools it is offered to every student as we make it an integral part of the holistic curriculum.

It is important that within our school, our CEIAG enables all students to make balanced and appropriate decisions about their future development, progression and career pathway. As a result as early as year 1 children are subtly introduced to career options.

We implement career guidance in the curriculum to enable the children explore different careers.

AIMS OF OUR SCHOOL'S CEIAG:

- To make links with work places and local professional to give pupils a first-hand view of the world of work through access to role models.
- To promote the value of work and the importance of those who help us within our community.
- To provide knowledge of different career to students by inviting professionals in to hold conversations and conduct workshop with students .
- To expose students to a variety of career choices.
- To understand how the 'world of work' works.
- To ensure all forms of stereotyping in the advice and guidance they provide is prevented, to ensure boys and girls consider the widest possible range of careers.

Curriculum

Within our curriculum, CEIAG is covered in Personal Social and Health Education (PSHE) and citizenship. CEIAG is also delivered through our offsite curriculum where children have the opportunity to work on a farm, caring for different animals and understand roles and responsibilities, and the production of food (fruit and vegetables) and from animals.

Within the curriculum, work careers education sessions, guidance information and research activities, work related learning and individual learning activities are provided.

Visitors from different workplaces are invited into the school to expose children to different work place.

Work experience:

Students will be offered opportunities to have hands on experience working on a farm weekly. They will participate in farm activities and learn about the environment through science, art and PSHCE. During the summer term students will participate in 'Enterprise week' where professionals will be invited in to tell them about their jobs and students will be able to ask questions. In addition the children will be taken to Kidzania where they will be allow to explore adult professional world for a day. Kidzania is a child size city, suitable for children between the ages 2-16 years. It has building,

shops, streets, and transport where they can choose from a number of real life activities. It features replicas of the most representative aspects of a real city and it even has its own currency- KidZos. Prior to this trip a thorough risk assessment will take place and adults will attend a previsit in order to complete a risk assessment.

All procedures will be followed to ensure the welfare; health and safety of the students are met.

To our students, we will help you to:

- Understand yourself, your interests, likes and dislikes, what you are good at and how this affects the choices you make
- Develop the skills you may need for working life
- Consider realistic, but ambitious, choices about jobs and future career
- Develop your skills
- Improve your confidence

Careers Education at Clannad School

Clannad School considers the provision of CEIAG to be an essential part of every pupil's entitlement and will address the following areas:

Self-development

Pupils will be taught self-awareness, which is a pre-requisite to pupils making well-informed choices throughout their education and beyond.

Career Exploration

Pupils will be taught to understand the concept of 'career' and its relevance to their own lives and how people help us in their important roles.

Monitoring, Review and Evaluation

Careers Education is monitored and evaluated annually by the Headteacher and Head of Education