



FIVE RIVERS CHILD CARE LTD

Online Learning
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	Head of Virtual education
Authoriser	Head of Education
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1. Policy

Our schools and virtual learning platforms consider 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 a 'career' and its relevance to their own lives and how people help us in their important roles.

1.1 Terms and Definitions

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

Term	Definition
CEIAG	Careers, Education Information, Advice and Guidance

1.2 Data Protection

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

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.

1.3 Disclosure of Information

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 is offered to all pupils accessing virtual education on a case-by-case basis, ensuring a child-centred approach to their curriculum.

It is important that within our school, our CEIAG enables all pupils to make balanced and appropriate decisions about their future development, progression and career pathway.

AIMS OF OUR SCHOOL'S CEIAG:

- To promote the value of work and the importance of those who help us within our community.
- To expose pupils 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 mostly covered in Personal Social and Health Education (PSHE) and citizenship.

Within the curriculum, careers and education sessions, guidance information, research activities and individual learning activities are provided through carefully planned teacher-led sessions.

Early Careers Intervention

When discussing jobs with pupils we will always challenge gender stereotyping about jobs and ensure that pupils are prepared with the correct information to have broad aspirations.

Within our early careers' interventions, we will:

- Deliver career-related learning that help children connect their subject learning to the opportunities now and in the future.
- Make good use of online learning materials in the classroom such as games, videos, role play, and individually tailored activities.
- Explore the diverse routes adults have taken to get their current job e.g. vocational (Inc. apprenticeships), academic, starting their own business etc.

Pupil Entitlement in Key Stage 3 - An Introduction to Careers

- Encourage pupils to understand personal development, the world of work and how to plan for the future through a series of tasks that pupils will complete.
- Pupils will have the opportunity to discuss their career aspirations and help them to decide on the

right subject focuses to take to support their goals.

- Open discussions to help pupils to identify their personal skills and interests, to further explore the world of work and identify their personal skills.
- Teaching will focus on skills and behaviours in the workplace and what pathways are available to them in the future.

Pupils Entitlement in Key Stage 4 – Post-16 life and Beyond

- Pupils will take a closer look at Post-16 options during their PSHE programme, alongside exploring skills and expectations in the workplace.
- Some pupils will visit Colleges and attend Taster days in partnership with their school which gives them the opportunity to experience ‘a day in the life of a college pupil’.
- Pupils may receive careers advice sessions to help them to understand their options when they leave school including, apprenticeships/BTEC/A-levels routes.
- Education and career pathway talks may take place with teaching staff for both pupils and parents/carers to understand and support pupils in their decision making so they feel full equipped in whichever pathway they choose.
- In Year 11 are individually supported to explore their future options and employability skills.

To our pupils, 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

Monitoring, Review and Evaluation

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