

Coombeshead Academy

Together we grow, together we achieve



Careers Policy

2025-2027

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Statutory Field	Information
School name	Coombeshead Academy
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Link Governor for Careers	
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We recognise that Coombeshead Academy has a critical role to play in preparing children for transitions into the next stage of their education, training or employment. Careers Education, Information, Advice and Guidance (CEIAG) are an important and integral part of all pupils' entitlement and learning here at Coombeshead Academy.

All careers information is presented in an impartial manner and includes information on the full range of post 16 and post 18 education and training options in a manner which promotes children's futures. Through a planned programme of careers education and one to one guidance we are committed to providing the appropriate activities and experiences to enable pupils to make well informed decisions and successful transitions between each Key Stage and into Further Education, Apprenticeships/Traineeships or Employment and from Sixth Form to Higher Education, Apprenticeships or Employment.

Objectives

This policy governs the strategic delivery, resourcing, tracking, and evaluation of careers education, information, advice, and guidance (CEIAG) at Coombeshead Academy. It covers all students from Year 7 through to Year 13. Our overarching objective is to switch from passive tracking of career activities to an outcome-driven infrastructure that ensures absolute compliance with the revised Education Inspection Framework (EIF) and statutory benchmarks.

This policy was renewed in July 2026 and is reviewed on an annual basis.

AIMS

- To help pupils remain engaged in their education and have a better understanding of lifelong learning
- To develop pupils through careers, employability and enterprise education
- To facilitate learning for all students about careers and the world of work
- To raise aspirations and awareness of the full range of post- 16 and post -18 opportunities
- To enable pupils to make considered choices by the end of all key stages and help them plan and manage their transitions to new roles and situations
- To assist pupils to identify and develop their career management, employability and enterprise skills
- To help pupils to value difference and diversity between people
- To enable pupils to have a better understanding of local, national and global labour markets
- To prepare pupils for the world of work by giving them the skills they require to navigate an uncertain landscape of employment opportunities
- To support all pupils to make successful transitions into positive destinations

OBJECTIVES

- Careers presentations should raise aspirations, promote all pathways and progression routes equally, promote the value of education and inform about the labour market and skill shortage areas
- Careers education should promote all pathways and progression routes equally to all pupils via a comprehensive programme that inspires and motivates pupils to fulfil their potential, raises their aspirations and encourages them to consider a broad and ambitious range of educational pathways and careers
- Identified groups such as Pupil Premium and SEND pupils are also offered aspirational and motivational activities
- Specialist one to one independent career advice and guidance is available
- During one to one guidance interviews pupils are encouraged to proactively take control of their future and are shown how to research the labour market linked to their career interests
- The completion of self-awareness activities helps students to complete a CV so they are able to compete effectively in the labour market
- Employers, training providers and local colleges deliver careers talks and give a general insight into a variety of career pathways and employment sectors - issues of workplace stereotyping can also be addressed through our Life Skills curriculum
- STEM careers in general occupational areas within STEM that are under-represented by females are promoted in school
- Pupils and their parents are made aware of the changes in the labour market and what to consider when making career choices
- Pupils gain a broad knowledge of career sectors and job profiles via access to a range of appropriate and up to date careers information materials and develop the skills and confidence to research their career ideas and option choices through careers education and one to one guidance
- The school works in partnership with the local authority to support vulnerable young people and reduce NEET figures. Additional support will be given to the most vulnerable students to ensure everyone achieves their potential

As a Rights Respecting School, our intent is that careers provision encourages engagement from all stake holders to support and value the benefit gained from a comprehensive, sequential Personal Development Programme rooted in both taught and untaught curriculum. Our Careers advice and guidance is inherently underpinned by Article 29 – The goal of education: to develop every child's personality, talents and ability to the full.

Coombeshead Academy Provision 2026 - 2027

Gatsby Benchmarks	Y7	Y8	Y9	Y10	Y11	Y12	Y13
Careers Programme	Life Skills	Life Skills	Life Skills	Life Skills	Life Skills	Unifrog Life Skills	Unifrog Life Skills
Learning from career and	Careers Fair Fast	Careers Fair	Careers Fair	Careers Fair	Careers Fair	Careers Fair	Careers Fair

labour market information	Tomato Unifrog	Fast Tomato Unifrog	Fast Tomato Unifrog	Fast Tomato Unifrog	Fast Tomato Unifrog	Unifrog	Unifrog
Addressing the needs of each student	Life Skills Introduction to careers/ Describing self and strengths / Challenging stereotypes / Raising aspirations / Managing money	Life Skills Careers and life choices/ Contributing to society/ Meeting employers/ Accessing careers information, advice and guidance	Life Skills GCSE option choices/ Setting goals and transition to KS4/ Learning strengths / career options and goal setting/ Money risks-debt, gambling and the influence of advertising	Life Skills Careers advice from CSW and L Ponsford (targeted students)/ Assembly on WEX, apprenticeships	Life Skills References/ Personal statements/ Writing a CV/ Preparing for post 16 interviews / Employment rights and responsibilities/ Taking responsibility for your finances/ Careers advice from CSW and L Ponsford	Life Skills Careers advice from L Ponsford	Life Skills Careers advice from L Ponsford
	Unifrog	Unifrog	Unifrog	Unifrog	Unifrog	Unifrog	Unifrog
Linking Curriculum learning to careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers	All curriculum mapping documents reference careers
Encounter with employers and employees	Assembly visits Careers workshop	Meet the employers speed dating	Assembly visits Careers Work-Shop Uni visit	Work Experience	Mock job interviews	Work Experience	Assembly / Life Skills visits

Experience of the workplace				Preparation for work experience		Preparation for work experience	
Encounter with further and higher education	Careers Fair Assemblies	Careers Fair Assemblies	Careers Fair Assemblies	Careers Fair Visits for targeted students Assemblies	Careers Fair Visits for targeted students Assemblies Links with Apprenticeship Ambassadors	Careers Fair UCAS Fair Assemblies Links with Apprenticeship Ambassadors	Careers Fair UCAS Fair Assemblies Links with Apprenticeship Ambassadors
Personal Guidance				Careers appointments	Careers Appointments	Careers Appointments	Careers Appointments

Statutory Compliance Pillars

The Reformed 2-Week Work Experience Framework

In alignment with updated guidelines, our institution delivers a mandatory, bifurcated 2-week work experience framework before the completion of Key Stage 4:

- Years 7–9 (Pillar 1): Students complete 1 cumulative week of structured workplace exploration. This may include organised workplace visits, enterprise days, and employer-led group projects integrated into the curriculum.
- Years 10–11 (Pillar 2): Students complete 1 full block week of traditional, external workplace placement, tailored to their skills profile and verified via our safety partners

Early Intervention Tracking

To completely eliminate risk of students becoming NEET (Not in Education, Employment, or Training), the policy mandates:

- Bi-annual risk-profiling reviews to flag vulnerable, pupil premium, or SEND student trends using Ontrack+
- Immediate escalation routes to deliver dedicated 1-on-1 professional guidance sessions for flagged students

Structured Parental Engagement Protocols

Recognising parents as primary influencers, Coombeshead Academy will update baseline parental pathway awareness every September and issues custom resources to match regional labour market gaps via our website using Your Child's Future.

Our strengths:

- At Coombeshead Academy we actively encourage and inspire young people to take ownership of their career plans and to consider all options open to them, so they are able to select the best way forward for their aspirations, abilities and interests

- We actively encourage pupils to think broadly and ambitiously about their future education and careers options and to consider current labour market conditions, to ensure pupils make well informed decisions. This is strengthened and sustained by excellent relationships with Careers Advisers, local employers, training providers, Colleges, Universities and alumni
- Working in partnership with local employers and other education and training providers such as Colleges, Universities and Apprenticeship providers ensures pupils begin to develop networks and can make informed decisions about their future education and training options
- One to one careers interview with our professional, independent Careers Advisers not only aim to raise pupils' aspirations, but ensures they receive timely information, advice and guidance regarding the full range of options available to assist them to make informed decisions about their next steps in education, training or employment.
- The Careers Education Programme is delivered in Life Skills lessons, collapsed curriculum days and in assemblies.
- The careers education programmes for years 7-13 was updated in line with the Gatsby Bench Marks to ensure the programme was fit for purpose and would enable pupils to compete effectively in the modern labour market. This is an ongoing process which we revisit regularly.

Monitored by:

- Key Performance Indicator report to governors each term
- Destination data in the ISDR
- Outcomes for young people at the end of Y11 and 13
- Attendance Data