



Careers, Education, Information, Advice & Guidance. (CEIAG) Policy & Provision

Signed:

Chair: *S. Gribbin*

CEO: *R. Swindells*

LGC Chair: *R. Dutton*

Head: *S. Waterhouse*

Date: 16th October 2025

Next review: October 2026



Chesterton Community Sports College Careers Policy

INTRODUCTION

At Chesterton Community Sports College, we actively encourage all of our pupils to 'Be the Best They Can Be' in all aspects of their life. Through the support and guidance that we provide, it is our aim that every child leaves us with positive values and high aspirations surrounding their future career path.

Aims

We aim to provide personalised support which will allow them to make realistic and informed decisions on progression to post 16 education, employment and/or training opportunities. This includes A Levels, Apprenticeships, T Levels, Traineeships, Study Programmes or Specialist Programmes at University Technical Colleges (UTCs).

The Government's career strategy published on 4 December 2017, gives schools a long-term plan to build a careers system that will enable young people to make the right decisions Post 16. To achieve this aim, Chesterton Community Sports College will aim to use the benchmarks from the Gatsby Charitable Foundation, which are as follows:

- **A stable careers programme**
- **Learning from the careers and labour market information**
- **Addressing the needs of all students**
- **Linking curriculum learning to careers**
- **Encounters with employers and employees**
- **Experiences of workplaces**
- **Encounters with further and higher education providers**
- **Personal guidance**

(See the CCSC Gatsby Career Guidance document for full details.)

In order to embed these benchmarks into our provision, Chesterton Community Sports College will follow the recommendations made to schools from the report:

- We use the benchmarks to enable us to review and improve our provision of careers within education. Our provision is regularly and systematically monitored, reviewed and evaluated, and actions are taken to improve the provision in response to the findings.



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We work closely with the Careers and Enterprise Company to evaluate our programme within school.

- We have a stable careers plan which is shared and published on the school website. This is delivered through PSCE sessions and through curriculum planning.
- We aim to develop STEM opportunities further at Key Stage 3 and actively encourage participation.
- We will continue to provide personal career guidance internally and with external providers.
- We will continue to develop our links with further and higher education providers and employers.
- We will ensure that work experience for all Year 10 pupils is planned into the careers programme.
- We will continue to provide personal guidance that responds to the need of each learner.
- We aim to actively encourage parents to be well informed of the choices surrounding careers with an emphasis on Labour Market Information.

In addition to the Gatsby recommendations, at Chesterton Community Sports College, it is our expectation that:

- There is a clear lead in delivering careers across the school in all subject areas
- Students are informed about how they can access careers guidance from Year 7 upwards and how this service can help them to access other services they need.
- Students receive the information, advice and guidance on personal wellbeing
- Students have the information, advice and guidance that empowers them to make well-informed and realistic decisions about education, training and career pathways, within school and post-16.



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- All students are helped to progress within the curriculum and are given opportunities to raise their aspirations.
- All subjects will have strong links between careers and the curriculum and encourage employer encounters where relevant.
- Information, advice and guidance services work in partnership with the school to promote equality of opportunity, celebrate diversity and challenge stereotypes.
- Information, advice and guidance is provided to Parents and Carers, which will enable them to support their children to make realistic and informed decisions about their future.
- Information, advice and guidance providers understand their roles and responsibilities and work in partnership with Chesterton Community Sports College.
- Aspirational programmes of career and personal development for students are planned and provided collaboratively.
- Staff providing information, advice and guidance are appropriately qualified, work to relevant professional standards and receive continuing professional development.
- All systems in line with new government strategies

All staff contribute to careers provision here at Chesterton Community Sports College (either through curriculum, PSICHE provision or through pastoral support).

We will work to achieve this through the following initiatives:

- Deliver and embed a quality Careers Programme from Year 7 upwards through our PSICHE curriculum and through the delivery of the Gatsby Benchmarks in all year groups. We will review this annually.
- Work closely with the authority to provide support to all students and to further reduce our NEET figures.



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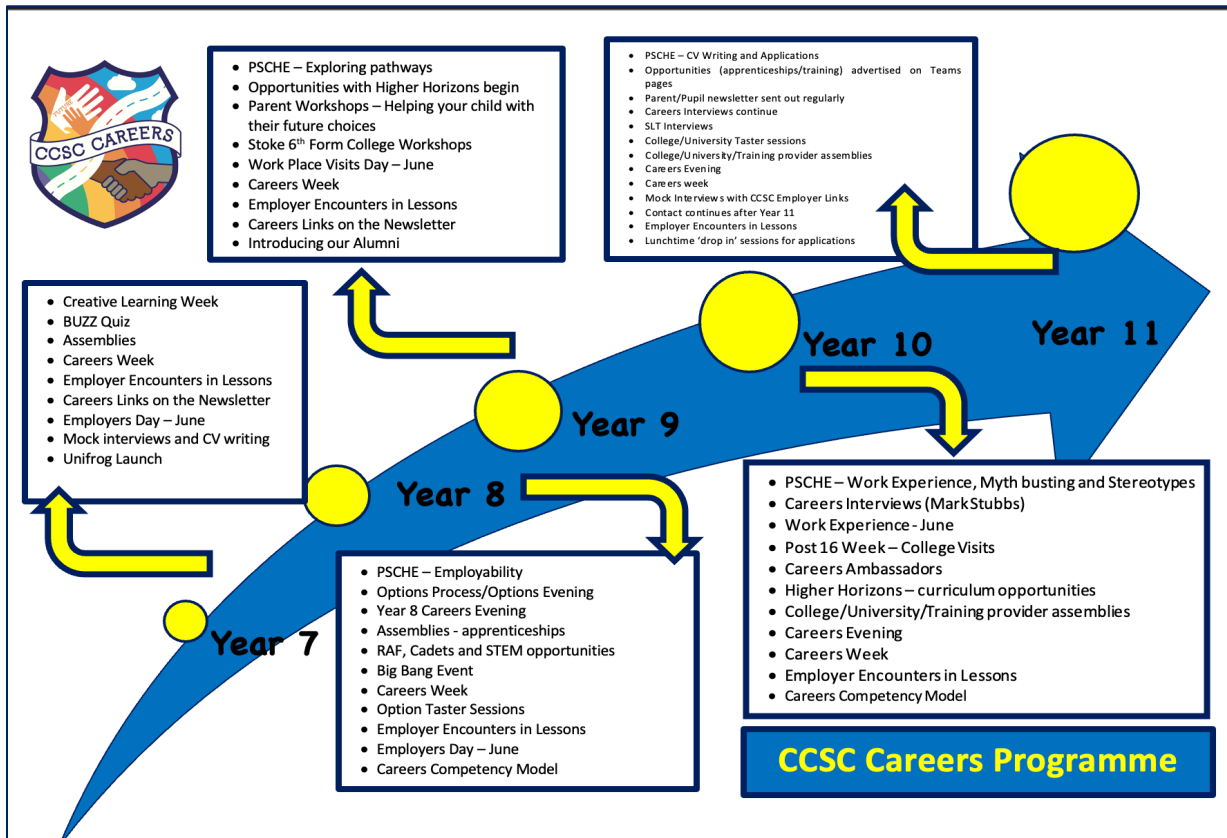
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- Students will learn how to access and use a variety of careers information, advice and guidance sources and to complete/ present themselves well in Curriculum Vitae, personal statements, mock interviews, applications and interviews.
- Students will receive support from their Form Tutor, Head of Year, SLT, Mark Stubbs (careers advisor) and through the PSCH team so that they make appropriate options choices.
- Also, all students will receive impartial guidance and support for their career's choices with 1-1 interviews with Mark Stubbs and mock interviews with our linked employers.
- Students will be offered taster activities to raise their aspirations and they will be closely tracked for NEET destinations.
- Regular employer encounters will allow pupils to experience life at work and be able to make relevant connections between careers and the subjects that they study.
- Using past pupils as role models in all subject areas.
- More focus on Labour Market Information and the development of apprenticeships, T Levels and any other relevant qualifications.



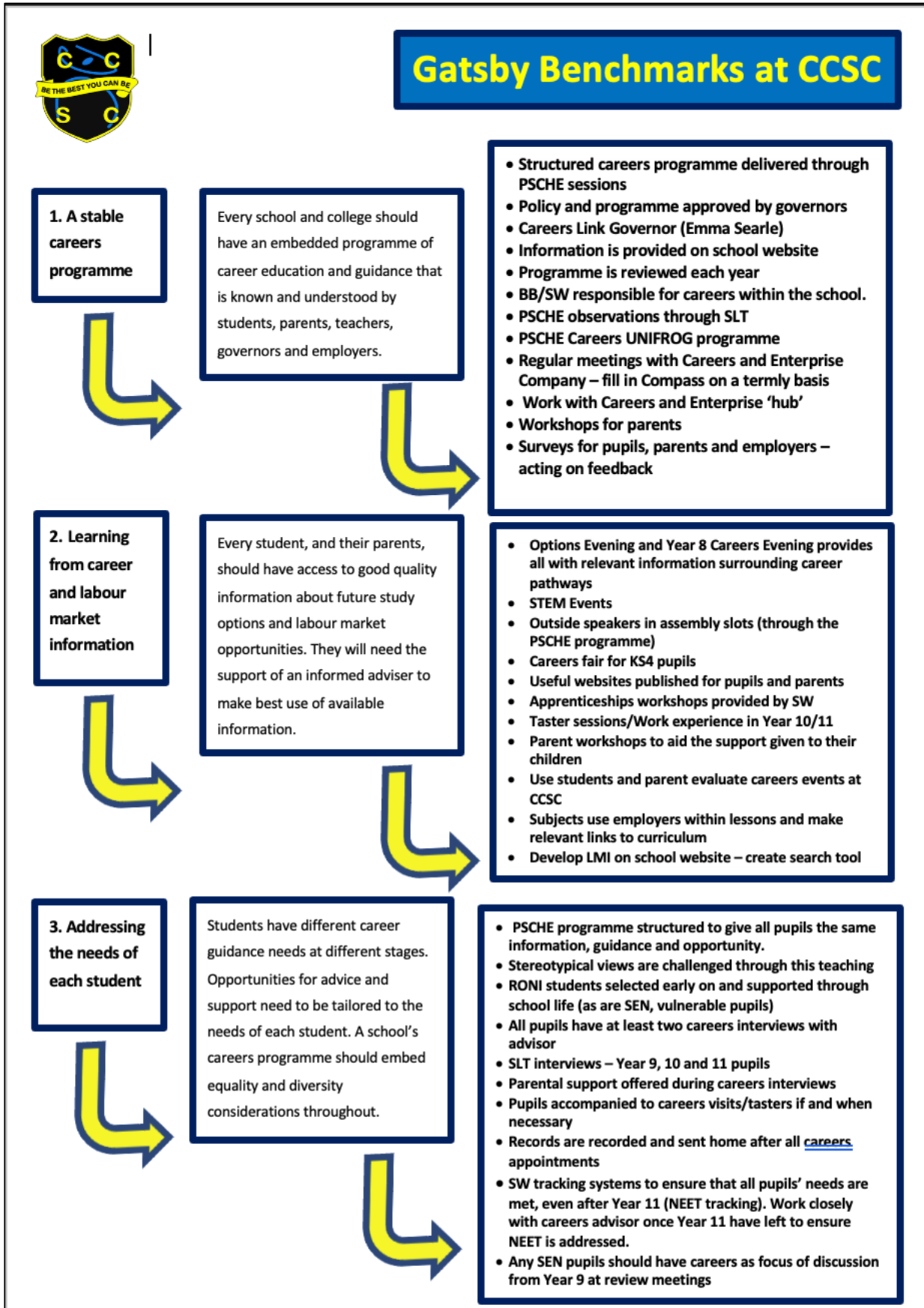
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CCSC Careers Programme 2025-26						
	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Year 7	Parent Workshops UNIFROG Launch	Careers Focus in PSICHE Whole School Careers Week	National Apprenticeships Week 2025	Year 7 CV writing and mock interviews with Year 11 prefects		Careers Focus in PSICHE Employers Day FedEx Workshops Alumni Links – pairing up the subjects with past pupils
Year 8	Parent Workshops UNIFROG update College assemblies (apprenticeships)	Careers Focus in PSICHE Whole School Careers Week	National Apprenticeships Week 2025	Careers Focus in PSICHE Options and Careers Evening		Employers Day Alumni Links – pairing up the subjects with past pupils
Year 9	Parent Workshops UNIFROG Update Apprenticeship assemblies (KMF/Thorpe/Equality)	Careers Focus in PSICHE Whole School Careers Week	National Apprenticeships Week 2025	STEM Olympics Stoke 6 th Form College Workshops	Careers Focus in PSICHE	Workplace Visits Alumni Links – pairing up the subjects with past pupils
Year 10	Parent Workshops Business Studies Trips UNIFROG Update Careers Evening	Careers Focus in PSICHE History University Trip Whole School Careers Week	National Apprenticeships Week 2025 College Assemblies Work Experience Launch	College Assemblies Deadline for Work Experience applications		Careers Focus in PSICHE Careers Interviews with Mark Begin Work Experience College Visits
Year 11	Careers Evening Careers Focus in PSICHE Post 16 Tracking Begins – Form Tutor and SW Careers Interviews with Mark Continue History University Trip Year 11 College Day – Cheshire College College Assemblies UNIFROG Update	Whole School Careers Week Mock Interviews with employers College Assemblies Open Evenings at Colleges/Providers	National Apprenticeships Week 2025 Post 16 Tracking College Applications – drop ins Open Evenings at Colleges/Providers Mark Stubbs/SW/Parent Workshop Evening	Post 16 Tracking College Applications – drop ins Open Evenings at Colleges/Providers Sign up for apprenticeships (gov.uk)	Final applications chased and tracked	
All Years will have Employer/Career opportunities within subject areas throughout the year Including Higher Horizons, Stoke 6th Form Work Shops and STEM						



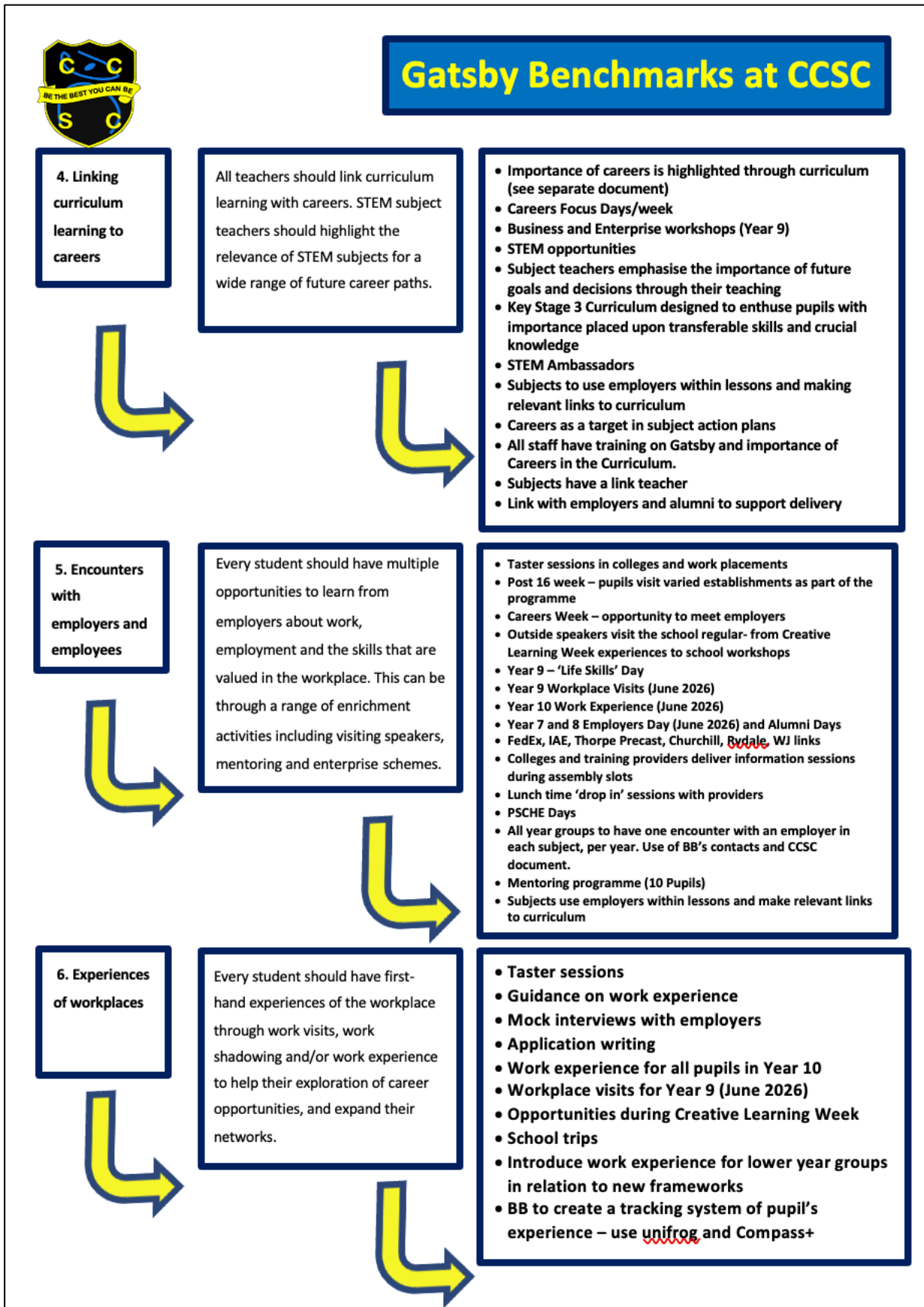


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Gatsby Benchmarks at CCSC

7. Encounters with further and higher education

All students should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.

- Colleges and training providers deliver information sessions during assembly slots
- Post 16 Week for Year 10 pupils
- Year 8 Options Evening/Careers Evening
- KS4 Careers Evening
- All pupils have at least two careers interviews with careers advisor
- Taster sessions in Year 10 and 11
- University visits – links with Higher Horizons, Keele University (Medical), Oxford University, Aberystwyth, Chester and Staffordshire University
- STEM Awards
- Pupils to have encounters with people from the work place/professions (Citizenship – Police Force, Health and Social – Midwife)

8. Personal guidance

Every student should have opportunities for guidance interviews with a career adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made.

- All pupils have at least two careers interviews with careers advisor
- SLT Interviews
- SW Tracking systems
- Form tutor – informal discussions
- Application 'drop ins'
- Tracking using Unifrog
- Dawn Thompson role – tracking of pupils below RONI group