



# Hednesford Valley High

## Careers Policy

**Reviewed by:** C. Wall

**Last reviewed:** April 2024

**Next review due by:** April 2027

**Website:** [www.hvh.staffs.sch.uk](http://www.hvh.staffs.sch.uk) **Headteacher:** Mr S. Stokes, BSc (Hons), PGCE, NASENCo, NPQH  
**Deputy Headteachers:** Mrs E Hill, BSc (Hons), QTS, NPQSL, MA Mrs E Perry, BSc (Hons), PGCE, PGDip, MA, NASENCo  
**Associate Assistant Headteacher:** Mr C Wall, BSc (Hons), PGCE, NPQML

## **1. Introduction**

The careers provision at Hednesford Valley High School is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A, 42B, 45 and 45A of the Education Act 1997 and Section 72 of the Education and Skills Act 2008. This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including apprenticeships ☒ be adapted to the needs of the student

In addition, the school is compliant with the Careers Guidance and Access for Education and Training Providers (DfE January 2018) and the Careers Strategy: Making the Most of Everyone's Skills and Talents (DfE December 2017). This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships.

## **2. Aims & Objectives**

Hednesford Valley High School provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our students. This is developed throughout a student's time at the school and is always supportive of their abilities, strengths and skills.

The aims and purposes of the curriculum is to:

- Prepare students for the transition to life after Hednesford Valley High School
- Support students in making informed decisions which are appropriate for them
- Provide students with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate students to develop themselves as individuals and live as independently as is possible

## **3. Student Entitlement**

All students in years 8-13 are entitled to:

- find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events
- understand how to make applications for the full range of academic and technical courses.

## **4. Curriculum**

The careers programme includes careers education sessions, career guidance activities (group work and individual interviews) and work-related learning. Links are made with local colleges and other links are being developed with local partners.

All staff contribute to careers education through their roles as tutors and subject teachers. The careers programme is delivered through PSHCE lessons across the school and in a designated careers lesson in Key Stage 4 and 5. All students in the Sixth Form participate in work experience in a variety of local businesses.

In Year 9 students choose option courses based on their interests which will help them towards their chosen pathways. In year 11 and 14 students will meet with a senior leader to discuss their aspirations and look at finding courses and filling out application forms.

Each year the school hosts an annual Careers Fayre where we invite local education providers and employers as well as training providers to give information to both students and parents/carers.

## **5. Management of Provider Access Requests**

### **Procedure**

A provider wishing to request access should contact Emma Perry, Careers Leader, Telephone: 01543 423714; Email: [e.perry@hvh.staffs.sch.uk](mailto:e.perry@hvh.staffs.sch.uk)

### **Opportunities for Access**

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn Term	Spring Term	Summer Term
Year 8	Assembly with external provider	Assembly with external provider	Assembly with external provider
Year 9	Assembly with external provider	Assembly with external provider Transition planning meeting with Mrs Perry	Assembly with external provider
Year 10	Assembly with external provider	Assembly with external provider	Assembly with external provider
Year 11	Transition planning meeting with Mrs Perry Assembly with external provider 6 <sup>th</sup> Form Open evening	Transition Days Assembly with external provider	Career's Fayre Assembly with external provider
Year 12	Work Experience	Work Experience	Career's Fayre Work Experience
Year 13	Work Experience	Work Experience	Career's Fayre Work Experience
Year 14	Work Experience Transition planning meeting with Mrs Perry	Work Experience Transition Days	Career's Fayre Work Experience

Please speak to our Careers Leader to identify the most suitable opportunity for you.

### **Premises and Facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Emma Perry, Careers Leader. This will be made available to students and families as appropriate.

## **6. Monitoring, Review and Evaluation**

The careers programme is reviewed annually by the careers' leader using Compass – a self-evaluation tool to help schools to evaluate their careers and enterprise provision and benchmark against the Gatsby Benchmarks and compare it with other schools. A report is submitted to the Senior Leadership Team and the Governors.

## **7. Dissemination and Review**

The policy will be disseminated widely both Staff and Governors through appropriate meetings and on the school website.