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1.0 INTRODUCTION

This policy outlines Jubilee School's commitment to providing a comprehensive and effective careers program that aligns with National Guidance and the Gatsby Benchmarks. We aim to empower all students, regardless of their needs, to make informed decisions about their future pathways.

This will be delivered through a specially created Careers Curriculum tailored for the students at Jubilee. Jubilee has also created a partnership with Prince's Trust to be able to deliver their courses and resources:

Key Stage 1 & 2 – Careers guidance through PSHE lessons.

Key Stage 3 – Discrete weekly careers lessons

Key Stage 4 – Group or individualised learning through Prince's Trust

ACEG framework for careers and work-related education and in accordance with the Independent School Standards – Part 1, 2 (2) (e) parts i,ii,iii. Safeguarding and promoting the wellbeing of children and students at Jubilee School.

Jubilee School is an independent day school providing specialist education for children and students aged 8 – 16. Many have diagnosed needs that may impact on their communication skills and relationships.

Implementation: Implementation is monitored by the Safeguarding Team and Senior Leadership Team supported by the Governing Body

Compliance: This policy complies with all relevant regulations and other legislation as detailed in the *Compliance with Regulations & Legislation Statement*.



2.0 CORE VALUES

- **Individualised Support:** Careers guidance will be tailored to each student's strengths, weaknesses, interests, and aspirations.
- **Curriculum Integration:** Careers education will be embedded throughout the curriculum, connecting learning to real-world applications.
- **Employer Engagement:** We will actively engage with local employers to provide students with real-world insights and opportunities.
- **Work Experience:** All students will have access to work experience placements tailored to their age and abilities.
- **Data-Driven Improvement:** We will continuously evaluate and improve our careers program based on student feedback and data analysis.

3.0 GATSBY BENCHMARKS

Jubilee School will implement the eight Gatsby Benchmarks to ensure our program offers a well-rounded approach to careers guidance:

1) A Stable Careers Programme

- **Dedicated Careers Leader:** A designated staff member will oversee the program's implementation and development.
- **Program Accessibility:** The program structure, resources, and activities will be clearly communicated to students, parents, teachers, and employers through the school website and information sessions.
- **Regular Reviews:** The program will be evaluated annually through student feedback, employer engagement surveys, and data analysis.

2) Learning from Careers and Labour Market Information (LMI)

- **Careers Library and Resources:** A dedicated careers library with online resources and LMI tools will be readily accessible to students.
- **Careers Information Sessions:** Regular presentations and workshops will be held to inform students about career options, further education pathways, and the labour market.



- **Individual Careers Guidance Interviews:** Students will have access to one-on-one careers guidance interviews with a trained advisor.

3) Addressing the Needs of Each Student

- **Individual Needs Assessments:** Careers guidance will be informed by individual student needs assessments that consider strengths, weaknesses, interests, and learning styles.
- **Differentiated Activities:** A variety of careers activities and resources will be offered to cater to diverse learning styles and interests.
- **Careers Action Plans:** Individualized careers action plans will be developed with each student to map out their educational and career goals.

4) Linking Curriculum Learning to Careers

- **Careers-related Projects:** Students will undertake projects throughout the curriculum that connect academic learning to real-world career applications.
- **Industry Expert Guest Speakers:** Local professionals will be invited to speak in classrooms to provide students with insights into different career fields.
- **Skills Development:** The curriculum will emphasise developing transferable skills valued by employers, such as communication, problem-solving, and critical thinking.

5) Encounters with Employers and Employees

- **Mentoring Program:** A school-run mentoring program will connect students with local professionals for career guidance and support.
- **Career Fairs:** Regular career fairs will be held at the school and at other venues, allowing students to network with employers and learn about various industries.
- **Workplace Visits and Job Shadowing:** All students will have opportunities to visit workplaces and shadow professionals in their chosen fields of interest.

6) Experiences of Workplaces

- **Work Experience Placements:** We will actively seek work experience placements for all students, starting from Year 10, tailored to their age and aspirations.
- **Virtual Work Experience Opportunities:** Students unable to secure traditional placements will be offered virtual work experience opportunities through online platforms.
- **Reflection and Feedback:** Students will be encouraged to reflect on their work experience and share their learnings with the school community.



7) Encounters with Further and Higher Education

- **University and College Visits:** Students will participate in visits to universities and colleges to explore higher education pathways.
- **Guest Speakers from Higher Education Institutions:** Representatives from universities and colleges will be invited to speak to students about admission requirements and programs offered.
- **Careers Guidance Resources:** Students will have access to resources and support regarding apprenticeships, vocational training, and other further education options.

8) Personal Guidance

- **Careers Advisers:** Trained careers advisors will be available to provide students with individual guidance interviews and support throughout their decision-making process.
- **Parental Involvement:** The school will organise workshops and information sessions to equip parents with the knowledge and tools to support their children's careers journey.
- **Careers Guidance Throughout School:** Careers guidance will be provided to students from Year 7 onwards, ensuring ongoing support throughout their time at Jubilee School.

4.0 MONITORING AND EVALUATION

- student destinations, satisfaction with the program, and progress towards their career goals.
- employer engagement and the effectiveness of employer partnerships.
- the effectiveness of careers activities and resources in meeting student needs.

5.0 RESPONSIBILITIES

- **Senior Leadership Team:** Provide strategic direction and resources for the careers program.
- **Careers Leader:** Oversee the program's implementation, development, and budget.
- **Careers Advisers:** Deliver individual careers guidance interviews and manage the student careers action plans.



- **Teachers:** Integrate careers education into their lessons and support student career exploration activities.
- **Parents/Guardians:** Provide support and guidance to their children regarding their career aspirations.

6.0 RESOURCES

- A dedicated careers budget will be allocated to secure resources, materials, and opportunities for the program.
- Staff training will be provided to ensure all teachers and advisors are equipped to deliver effective careers guidance.
- A careers section on the school website will be developed to provide students, parents, and employers with program information, resources, and upcoming events.

7.0 CONCLUSION

Jubilee School is committed to providing a comprehensive and well-rounded careers program that empowers students to make informed decisions about their future. By implementing the Gatsby Benchmarks and National Guidance, we aim to equip students with the knowledge, skills, and experiences necessary to achieve success in their chosen career paths.