

Careers Education and Guidance Policy

The Mission of the College is:

to develop as a distinguished major provider of the highest quality academic and vocational education, leading to higher education and employment, and contributing to the government's targets for education and training

and

to develop the lively and caring community of the College, enriching the lives of all students and equipping them with the qualifications and skills to meet the demands of a changing world with confidence and assurance.

The Policy

The College firmly believes that all students have an entitlement to the Careers Education and guidance that will enable them to manage the life long process of career planning and progression.

Careers Education and Guidance will respond to the suggested learning outcomes in the DFES document 'Careers Education and Guidance in England, a National Framework 11-19'. (September 2003)

By doing so Careers Education and Guidance will:

- be comprehensive;
- ensure that impartiality is maintained in the advice that is offered;
- involve the co-operation and support of Hampshire Connexions;
- ensure that students have access to up-to-date impartial information and guidance facilities;
provide opportunities for students to access e-information and guidance facilities;
- ensure that Careers Education and Guidance forms a key focus within the Tutorial programme;
- work with the Student Services team to ensure that careers related enrichment activities continue to enhance the broader curriculum;
- work with the Student Services team to ensure that they are made aware of changes and developments within the service at local and national levels;
- be reviewed annually, taking into account the College Performance Report and Action Plan.

Practice

The College will:

- make available CEG support through the services of Personal Tutors; Hampshire Careers Advisers; Curriculum Area Staff; FE/HE/Employment and Employment with Training representatives;
- enable students to make informed choices about education, training and career progression;
- include in the Tutorial Programme opportunities for careers related decision making;
- include in the Tutorial Programme guidance relating to training, employment and Further and Higher Education opportunities;
- include CEG 'Enrichment' opportunities for students including: work related learning; talks by outside agencies; visits to outside agencies and exhibitions;
- support students in their applications for career opportunities;
- refer students to appropriate agencies in order to meet individual needs;
- make available to students and staff up-to-date information and technology relating to careers opportunities;
- work in partnership with Hampshire County Council;
- keep tutors informed and about changes in service and practice;
- maintain an up-to-date and accessible careers library of resources;
- promote internal and external events related to careers progression.