

INFORMATION AND GUIDANCE CAREERS POLICY

FOREWORD

Freedom Foundation AP is a site for KS1 & KS2 Alternative Provision. They are referred to as Freedom Foundation AP/Provision for the benefit of students and this document.

Freedom Foundation AP recognises the importance of effective impartial careers information, advice and guidance for all students across the provision. Effective Information, advice and guidance (IAG) equips students with the knowledge and skills to make informed decisions about future pathways in education and beyond. In addition, effective IAG can improve educational attainment through setting goals and raising aspirations. Freedom Foundation AP embed careers into the curriculum through creative tasks. sharing pathways to success and introducing young people to creative career options and pathways they may not have previously been exposed to. When students attend Secondary school the careers service should continue to work towards achieving 100% of all 8 Gatsby Benchmarks.

The students home school is responsible for providing a careers programme that is aimed at meeting/working towards all 8 Gatsby Benchmarks. This document should be published on the student's home school website and approved by a school governor and the Senior Leadership Team.

Freedom Foundation AP will utilise the CDI's Careers Development Framework when embedding careers related learning within the curriculum and strand careers accordingly.

The objectives outlined in the CDI Framework cover 6 main areas:

1. Grow throughout life
2. Explore possibilities
3. Manage career
4. Create opportunities
5. Balance life and work
6. See the big picture

01 POLICY AIMS

This policy aims to:

- Ensure all students throughout the provision are able to undertake employer engagement activities that break down stereotypes, promote equal opportunities, raise their awareness and aspirations about the world of work.
- Supporting positive transitions into next steps of education

- Helping students to develop the skills, attitudes and qualities to make a successful transition into the world of work/ next stage of education
- Helping students to understand the changing world of work
- Developing children's understanding of employability skills and developing their ability to self-reflect on their strengths that will support them as they move towards the future
- Contributing to strategies for raising achievement, particularly by increasing motivation and confidence

When students reach secondary school age, all students should receive impartial and effective IAG and receive equal opportunities. This will be the responsibility of the student's home school. The students home school when they reach secondary age should aim to achieve this by continuing to work towards achieving 100% in all 8 Gatsby Benchmarks.

The purpose for embedding careers into the curriculum is to enable students to make the most informed decision about their future choices, enabling students to make informed decisions about their curriculum options during transition between key stages.

It also ensures that students leaving primary school age and transitioning into secondary do so with knowledge and exposure to careers in readiness for the secondary phase.

02 POLICY SCOPE

For the purpose of this policy, IAG refers to any situation where a student is provided with impartial information, advice or guidance about future educational or employment pathways. This could take the form of a lesson planned as part of the formal curriculum, a drop-down day or a guest speaker visit from a local employer.

This policy details the aims of the Freedom Foundation AP in relation to outcomes for our students and the key themes that inform those aims.

This policy is applied to and aimed at various parties, firstly and most importantly the students of Freedom Foundation AP, their parents and the home school. The policy applies to external organisations such as employers and allowing them access to our provisions to engage with our students.

Finally, the policy applies to all Freedom Foundation AP staff/facilitators across the provision to review the aims of the career provision and what we are aiming to achieve.

03 POLICY CONTROLS

The Careers programme at Primary has been created by utilising guidance from the CDI Careers Framework and Careers and Enterprise company whilst developing our primary curriculum, ensuring careers related learning is stranded throughout all key stages.

There are a variety of activities that take place throughout our provisions which are not included in the Careers Programme as they are not for all students and are delivered based on our requirement of meeting students' individual needs. Therefore, each provision ensures they communicate regularly with the student's home school and parents to showcase activities being undertaken and opportunities available.

04 EQUAL OPPORTUNITIES

Freedom Foundation AP promotes equal opportunities and uses every opportunity to challenge stereotypes and to raise awareness and aspirations. The provision promotes careers and pathways based on individual student aspiration and ensures that they have an equal opportunity to consider the widest range of occupations.

05 THEMES

Careers at Freedom Foundation AP centres around three core themes of Aspiration, Achievement and Adventure. All three themes inform our approach at all key stages.

- Aspiration – we aim to inspire students through IAG, fostering ambition and broadening horizons.
- Achievement – we aim to communicate that educational attainment is vital in order for students to reach their full potential in terms of career pathway.
- Adventure – we aim to provide students with meaningful careers experiences within and beyond the classroom, including: relevant visits and talks from various professionals.

06. VISION AND VALUES

Freedom Foundation AP's vision is to equip young people with the knowledge, skills and mindset to thrive and then take on the world.

We aim to achieve this for careers via our careers network, staff/facilitators will link their learning to career pathways and other useful careers advice and information.

Inspire, Include, Integrity, Exceed

Our career provision follows these values and aims to ensure we meet students' individual needs. Each student is an individual with their own personal goals, and we take time and care to respect their views and provide them with the best advice and guidance. Our careers programme ensures all students from each year group across the provision and all phases are given equal opportunities. In addition to the careers programme, we do offer additional activities that meet students' particular interests and enables them to exceed.

07. KEY OUTCOMES

It will be the students home school responsibility to ensure that at primary school age, key outcomes are met including that each student has undertaken meaningful encounters with employers and has a greater understanding of career opportunities available to them as they transition into secondary.

Freedom Foundation AP measure the impact of their careers programme via feedback from students, parents, employers and staff/facilitators, using this information to continue to develop the careers provision.

08. RESPONSIBLE STAFF/FACILITATORS

Freedom Foundation AP:

Head of Provision – Simon Green, Development Manager – Anna Malik, Lead Facilitators.

Head of Provision is responsible for overseeing the careers provision and ensuring we are linking curriculum learning to careers, to communicate with the student's home school to ensure delivery expectations are met and agreed. In addition to this each lead facilitator is responsible for undertaking the following:

- Responsible for the planning and delivery of career events and activities.
- Ensures that across key stage 1 and key stage 2, students are given a range of opportunities to engage with careers.
- Review and evaluation of the impact ensuring that the career provision continually improves.
- Develop the career activities and educational opportunities beyond the classroom.
- Continue to work with staff at the provision to develop linking curriculum learning to careers.
- Maintain and develop relationships with other educational providers for pathways and information for students.

09. CONSULTATION

The focus of this policy is aimed at students so we can ensure we are helping to prepare them in the best way for their future. Their evaluations from career activities allow a focus and guidance on what they find most beneficial and engaging. The following guidance has been used to develop this policy and careers provision across the Freedom Foundation AP:

- Statutory Guidance from the Department of Education
- CDI Framework: <https://www.thecdi.net/New-Career-Development-Framework>
- Gatsby Benchmarks: <https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>
- Careers and Enterprise Company (Primary Resources):

10. REVIEW

Freedom Foundation AP keep this policy under regular review:

Review of this policy: April 2025

Next review date: April 2026

Reviewed by: Laura Grant

Position/role: Director of Freedom Foundation