# Careers Policy

| | |
|---|---|
| **Author's Name** | Mrs E. McDermott |
| **Date Written** | July 2026 |
| **Review Date** | July 2027 |

| | |
|---|---|
| **Date Ratified by Governing Body** | July 2026 |

*SIGNATURES:*

| | |
|---|---|
| **Principal** | Mrs J. Owens |
| **Chair of Governors** | Mrs H. Mottram |

The Academy has a statutory duty to secure independent careers guidance for all students in line with the DfE statutory guidance (2026).

**Vision**

At Castle View Enterprise Academy, our vision is to develop ambitious, determined, respectful and responsible young people who are confident to make informed decisions about their future.

Through a progressive careers programme, students will develop the knowledge, skills and experiences needed to raise their aspirations, explore the full range of education, training and employment pathways and successfully navigate the modern world of work. Careers education is embedded throughout the curriculum and Personal Development programme, ensuring every student is prepared for their next step and equipped for lifelong career success.

**Careers and our Academy Values**

Our careers programme is underpinned by the Academy's core values of **Ambition, Determination, Respect** and **Responsibility**. We encourage every student to be ambitious in their aspirations, determined to overcome barriers, respectful of others and the opportunities available to them and responsible for making informed decisions about their future. These values are embedded throughout our careers curriculum, employer encounters, experiences of the workplace and personal guidance.

Our careers programme actively promotes our Academy values:

**Ambition**

- Raising aspirations.
- Exploring a wide range of career pathways.
- Encouraging students to aim high and fulfil their potential.

**Determination**

- Building resilience.
- Learning from challenges.
- Developing confidence to pursue long-term goals.

**Respect**

- Appreciating different careers, people and workplaces.
- Demonstrating professional behaviour.
- Valuing diversity and inclusion.

**Responsibility**

- Making informed decisions.
- Preparing for future transitions.
- Taking ownership of career planning and personal development.

**Our Careers Journey**

The Academy's Careers Journey sets out the progressive learning, experiences and outcomes students receive from Years 7-11 (appendix A).

**Intent**

The careers programme supports the whole Academy intent to develop:

- develop ambitious, determined, respectful and responsible young people who are prepared to make informed decisions about their future learning and careers.
- a 'love of learning'.
- resilience, confidence and character.
- personal, social and emotional skills needed to thrive in education, employment and life.
- an understanding, through the careers programme, of the opportunities available to students once they leave school.
- an understanding of British Values and the implications for life in modern day Britain.
- students' spiritual, moral, social and cultural development.

Careers at CVEA will:

- Deliver a progressive programme of careers education and Experiences of the Workplace in line with the Department for Education's statutory guidance.
- Ensure every student benefits from meaningful employer encounters, workplace experiences and access to the Work Experience Guarantee.
- Provide high-quality, independent and impartial careers information, advice and guidance that meets the needs of every student.
- Raise aspirations by helping students explore the full range of education, training and career opportunities available to them.
- Develop students' career management, enterprise and employability skills, including an understanding of local and national labour market information (LMI).
- Ensure students understand the full range of academic and technical pathways available at each transition point, enabling informed decisions about their future.
- Work in partnership with employers, colleges, universities, apprenticeship and training providers to provide meaningful careers experiences.
- Promote equality of opportunity by challenging stereotypes, supporting inclusion and improving social mobility.
- Encourage students to view career development as a lifelong journey, developing confidence, resilience and ambition for the future.
- Embed careers learning across the curriculum and the wider Personal Development programme.

**Implementation**

The aim of our careers provision is to raise students' aspirations, to broaden their horizons and to inspire and empower students to make informed, realistic decisions at key transition points.

Every student at Castle View Enterprise Academy is entitled to:

- independent and impartial careers guidance.
- access to external sources of information on the full range of education, employment and training options.
- a progressive programme of careers education
- opportunities to engage with a range of employers, education and training providers, covering the full range of academic and technical routes available at each transition point.
- at least one meaningful encounter with an employee or employer each academic year
- access to high-quality, up-to-date labour market information (LMI) from digital and local sources and support in interpreting and applying this data to career decisions
- at least one careers guidance session by the age of 16 with a Level 6 Careers Adviser.

- a progressive programme of Experiences of the Workplace, ensuring every student receives their entitlement to the Work Experience Guarantee through meaningful employer encounters, workplace experiences and work placements.

The Academy is committed to providing a stable, structured and planned programme of advice and guidance with clear student outcomes. This is aligned with the updated Gatsby Benchmarks (2025), the CDI Career Development Framework and the Department for Education Statutory Guidance (2026).

The Academy delivers a structured and progressive careers programme through:

- Careers education delivered through the Lifeskills curriculum and Personal Development programme.
- Tutor time, assemblies and curriculum learning.
- Careers education embedded across all subject areas.
- Employer encounters, career insight talks.
- Experiences of the Workplace, including workplace visits and work placements.
- Careers fairs, employability workshops and enrichment activities.
- Visits to colleges, universities and training providers.
- Individual careers guidance with a qualified Level 6 Careers Adviser.
- Digital careers resources, including Unifrog and the National Careers Service.

The Academy actively promotes parent / carer involvement through careers events, parental communications, the Academy website, careers support at subject evenings and the offer of individualised parental support.

**Work Experience Guarantee**

Castle View Enterprise Academy is committed to delivering the Department for Education's Work Experience Guarantee through a progressive programme of meaningful Experiences of the Workplace across Key Stages 3 and 4.

In line with the updated statutory guidance, students will access:

- the equivalent of **one week's worth of meaningful workplace experiences** during Years 7 to 9 through a range of employer-led activities, including workplace visits, employer projects, workplace challenges, mentoring, industry insight events and work shadowing where appropriate;
- the equivalent of **one week's worth of meaningful work placement(s)** during Years 10 and 11 within a real workplace environment.

Every workplace experience will:

- have clear intended learning outcomes;
- include preparation before the activity and structured reflection afterwards;
- contribute to students' career development;
- support informed decision-making at key transition points;
- be inclusive and accessible for all students, with appropriate support provided where required.

The Academy's Experiences of the Workplace Strategy sets out how this entitlement will be delivered through a progressive programme that reflects the Gatsby Benchmarks, the Careers & Enterprise Company's Equalex Framework and the DfE statutory guidance.

**Equality and Diversity**

Castle View Enterprise Academy is committed to ensuring that every student has equitable access to high-quality careers education, information, advice, guidance and meaningful workplace experiences, regardless of their background, starting point or individual needs. Appropriate support and reasonable adjustments will be provided to remove barriers and enable all students to participate fully.

Careers guidance is independent, impartial and presented in the best interests of the student. It covers the full range of academic, technical and vocational pathways, including sixth forms, colleges, apprenticeships, training providers, universities and employment.

Through our careers programme, we actively challenge stereotypes, promote equality of opportunity and celebrate diversity. Students are encouraged to explore the full range of career pathways free from bias relating to gender, ethnicity, disability, socioeconomic background or any other protected characteristic.

The Academy works closely with the Local Authority and external partners to identify and support students who may require additional careers guidance or targeted interventions, including those at risk of becoming NEET (Not in Education, Employment or Training), students with SEND, disadvantaged students, care-experienced young people and those with other identified vulnerabilities.

**Resources**

The Academy has a dedicated careers base within the Learning Resource Centre (LRC), providing students with access to personal guidance interviews, small group sessions, careers resources and independent research facilities.

Students and staff have access to a range of high-quality digital careers platforms, including:

- Skills Builder
- E-clips
- Wellio
- Unifrog
-

Careers resources are reviewed and updated regularly to ensure students have access to accurate, impartial and up-to-date information.

**Monitoring and Evaluation**

The Careers Leader works with other senior leaders, governors, staff, students, parents and external partners to monitor, evaluate and continually improve the quality and impact of the Academy's careers programme.

The implementation of the careers programme is monitored through:

- Learning walks
- Student, staff, parent/carer and employer feedback
- Student and staff focus groups
- Compass+ self-assessment
- Curriculum and work scrutiny
- Review of curriculum and careers programme planning
- Analysis of Unifrog engagement and participation
- Monitoring of employer encounters, workplace experiences and provider access
- Destination tracking

The impact of the careers programme is evaluated through:

- Analysis of student aspirations, intended destinations, sustained destinations (DfE) and internal destination data
- Student evaluations following careers guidance interviews, employer encounters and workplace experiences
- Feedback from employers, further and higher education providers and training organisations
- Student, staff and parent/carer surveys
- Compass+ evaluation against the Gatsby Benchmarks
- Review of participation, engagement and outcomes across all student groups

Evaluation outcomes are reviewed termly by the Senior Leadership Team and Governing Body and are used to inform future planning and continuous improvement.

**Policy Review**

This policy is reviewed biennially by the Careers Leader, or sooner if required following changes to statutory guidance, national policy or Academy priorities.

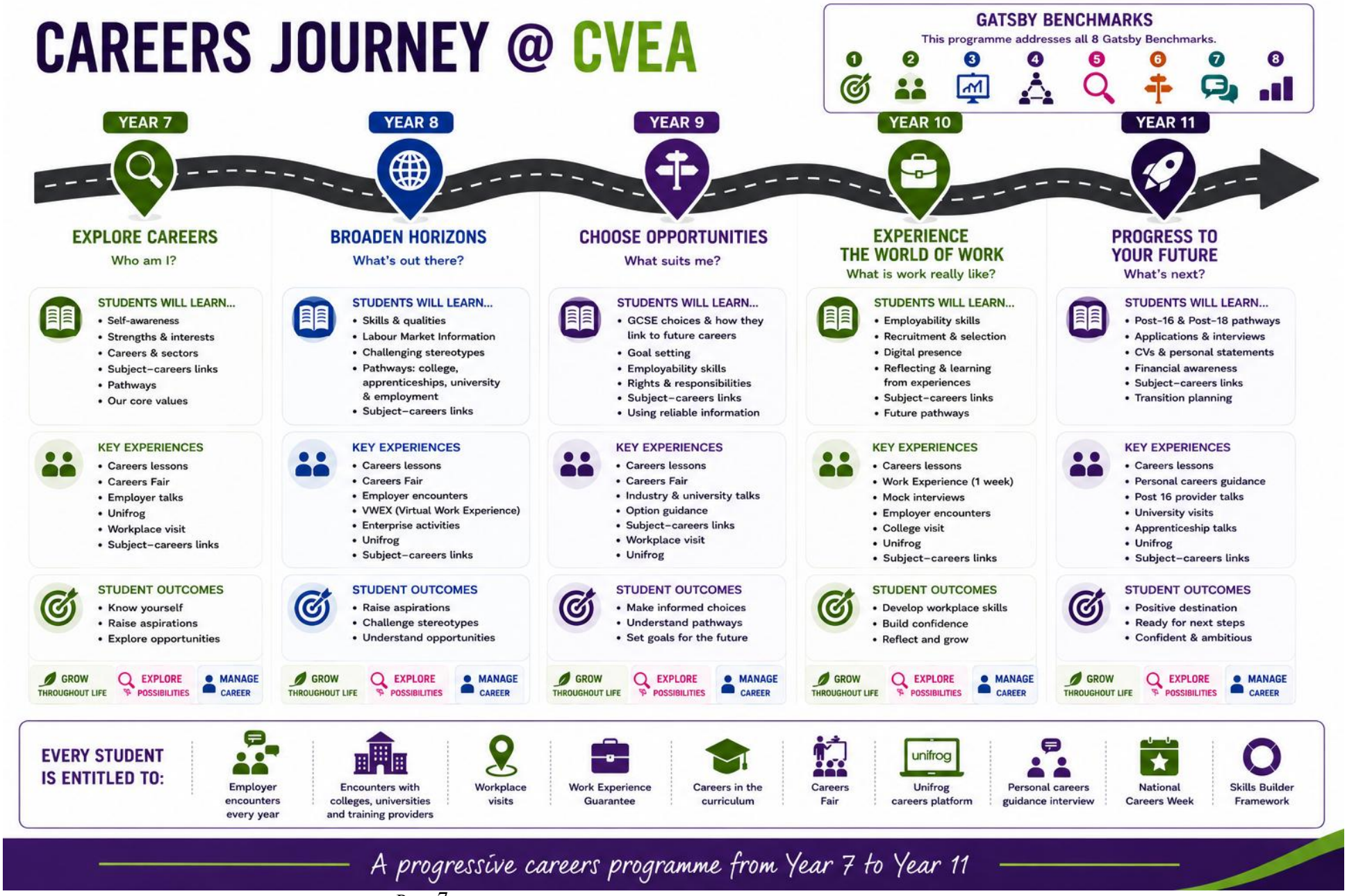
A copy of this policy is published on the Academy website and is available on request by contacting enquiries@cvea.co.uk.

**Related Policies and Documents**

This policy should be read alongside the Academy's:

- Careers Offer and Careers Journey
- Work Experience Strategy
- Provider Access Policy Statement (PAL)
- PAL Programme

**Appendix A**


CAREERS JOURNEY @ CVEA
GATSBY BENCHMARKS
This programme addresses all 8 Gatsby Benchmarks.
1 2 3 4 5 6 7 8
YEAR 7
EXPLORE CAREERS
Who am I?
STUDENTS WILL LEARN...
• Self-awareness
• Strengths & interests
• Careers & sectors
• Subject–careers links
• Pathways
• Our core values
KEY EXPERIENCES
• Careers lessons
• Careers Fair
• Employer talks
• Unifrog
• Workplace visit
• Subject–careers links
STUDENT OUTCOMES
• Know yourself
• Raise aspirations
• Explore opportunities
GROW THROUGHOUT LIFE
EXPLORE POSSIBILITIES
MANAGE CAREER
YEAR 8
BROADEN HORIZONS
What's out there?
STUDENTS WILL LEARN...
• Skills & qualities
• Labour Market Information
• Challenging stereotypes
• Pathways: college, apprenticeships, university & employment
• Subject–careers links
KEY EXPERIENCES
• Careers lessons
• Careers Fair
• Employer encounters
• VWEX (Virtual Work Experience)
• Enterprise activities
• Unifrog
• Subject–careers links
STUDENT OUTCOMES
• Raise aspirations
• Challenge stereotypes
• Understand opportunities
GROW THROUGHOUT LIFE
EXPLORE POSSIBILITIES
MANAGE CAREER
YEAR 9
CHOOSE OPPORTUNITIES
What suits me?
STUDENTS WILL LEARN...
• GCSE choices & how they link to future careers
• Goal setting
• Employability skills
• Rights & responsibilities
• Subject–careers links
• Using reliable information
KEY EXPERIENCES
• Careers lessons
• Careers Fair
• Industry & university talks
• Option guidance
• Subject–careers links
• Workplace visit
• Unifrog
STUDENT OUTCOMES
• Make informed choices
• Understand pathways
• Set goals for the future
GROW THROUGHOUT LIFE
EXPLORE POSSIBILITIES
MANAGE CAREER
YEAR 10
EXPERIENCE THE WORLD OF WORK
What is work really like?
STUDENTS WILL LEARN...
• Employability skills
• Recruitment & selection
• Digital presence
• Reflecting & learning from experiences
• Subject–careers links
• Future pathways
KEY EXPERIENCES
• Careers lessons
• Work Experience (1 week)
• Mock interviews
• Employer encounters
• College visit
• Unifrog
• Subject–careers links
STUDENT OUTCOMES
• Develop workplace skills
• Build confidence
• Reflect and grow
GROW THROUGHOUT LIFE
EXPLORE POSSIBILITIES
MANAGE CAREER
YEAR 11
PROGRESS TO YOUR FUTURE
What's next?
STUDENTS WILL LEARN...
• Post-16 & Post-18 pathways
• Applications & interviews
• CVs & personal statements
• Financial awareness
• Subject–careers links
• Transition planning
KEY EXPERIENCES
• Careers lessons
• Personal careers guidance
• Post 16 provider talks
• University visits
• Apprenticeship talks
• Unifrog
• Subject–careers links
STUDENT OUTCOMES
• Positive destination
• Ready for next steps
• Confident & ambitious
GROW THROUGHOUT LIFE
EXPLORE POSSIBILITIES
MANAGE CAREER
EVERY STUDENT IS ENTITLED TO:
Employer encounters every year
Encounters with colleges, universities and training providers
Workplace visits
Work Experience Guarantee
Careers in the curriculum
Careers Fair
unifrog
Unifrog careers platform
Personal careers guidance interview
National Careers Week
Skills Builder Framework
A progressive careers programme from Year 7 to Year 11