



The Radclyffe School

“Working Together for Excellence”

CAREERS PROGRAMME INFORMATION (incl Information, Advice and Guidance) POLICY

Approved by	Local Governing Committee
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1. Policy Statement

At The Radclyffe School, Careers Education, Information, Advice and Guidance (CEIAG) forms a key part of our wider Personal Development curriculum and supports our commitment to preparing all pupils, regardless of background, for successful, fulfilling and ambitious futures.

Through a planned, progressive and inclusive careers programme, underpinned by our values of Respect, Excellence and Kindness and aligned to our Big Idea Framework, pupils develop the knowledge, skills, experiences and aspirations needed to make informed decisions about education, employment and training pathways.

We believe that effective careers education should broaden horizons, challenge stereotypes, promote social mobility and ensure that every young person is equipped with the confidence, cultural capital and ambition needed to thrive in modern Britain and an increasingly complex global society.

The Radclyffe School meets its legal duties under **Section 42A** of the Education Act 1997 (careers guidance), **Section 42B** (provider access), and the **Careers Guidance in Schools, Colleges and Sixth Forms Statutory Guidance (DfE, 2025)**.

This policy should be viewed alongside our Provider Access Policy for further details.

2. Careers Programme Aims at The Radclyffe School

Through a carefully planned programme of curriculum learning, employer engagement, personal guidance, enrichment opportunities and encounters with education and training providers, we aim to ensure that all pupils develop the knowledge, skills and confidence needed to make informed decisions about their future.

Our careers programme is designed to raise aspirations, broaden horizons and ensure that all pupils, regardless of background, ability or circumstance, are prepared for successful transitions into further education, employment or training.

The Radclyffe School is committed to providing an impartial, well-planned and resourced programme of Careers Education, Information and Guidance (CEIAG) that demonstrates progress in relation to the Gatsby Benchmarks which define what world class careers provision in education looks like and provide a clear framework for organising the careers provision. The Radclyffe School is committed to maintaining a 100% Gatsby compliance score.

The 8 Gatsby Benchmarks are:

- A stable careers programme
- Learning from careers and labour market information
- Addressing the needs of each student
- Linking curriculum learning to careers
- Encounters with employers and employees
- Experiences of workplaces
- Encounters with further and higher education
- Personal guidance

Aims

The aims of CEIAG at The Radclyffe School are to:

- Meet all statutory requirements relating to careers education and guidance.
- Deliver a stable and progressive careers programme from Year 7 to Year 11.

- Raise aspirations and broaden horizons for all pupils.
- Promote equality of opportunity and support social mobility.
- Challenge stereotypes relating to careers and future pathways.
- Develop pupils' understanding of labour market information and future employment trends.
- Support pupils in recognising their strengths, interests and aspirations.
- Equip pupils with the knowledge and skills required to make informed decisions at key transition points.
- Provide access to independent and impartial careers guidance.
- Prepare pupils successfully for further education, apprenticeships, employment and adult life.

3. Implementation of CEIAG

Careers education is delivered through a combination of curriculum learning, enrichment opportunities and Personal Development experiences. As part of The Big Idea Framework, careers learning is progressively developed through the themes of Belong, Explore, Choice, Independence and Moving On, ensuring that pupils build the knowledge, skills and confidence needed for successful future transitions.

All pupils at The Radclyffe School are entitled to receive high-quality careers education, information, advice and guidance which is ambitious, inclusive and tailored to individual needs. Our curriculum overview is available to view for Y7-11 and parents and students are able to see how our provision is mapped against each of the Gatsby Benchmarks. This will be updated as careers provision is delivered and tailored to meet the needs of all students as well as reflecting changes in the local and national labour markets.

Students, parents and carers can also request to view their child's careers record which is tracked through the Compass+ platform

Our CEIAG programme is delivered through:

- A sequential Personal Development curriculum which provides opportunities for students to engage with the world of work
- Carefully sequenced subject curriculum plans linking careers to the curriculum
- Annual Industry Days for Students in Y7-9 giving students a strategically planned programme of access to education, employment and training opportunities.
- Individual Careers Guidance supplemented by the school to provide all students access to personalised 1:1 support
- Learning streams across The Big Idea Personal Development Framework (including assemblies, PLG and wider Personal Development experiences), enabling pupils to progressively develop self-awareness, aspiration, decision-making and preparation for adulthood through the themes of Belong, Explore, Choice, Independence and Moving On.
- An extensive and wide-ranging offer of additional enrichment and educational visits
- A work experience programme in Year 10
- Mock Interviews with employers
- In-school and locally led Careers fair events
- 'Taster Days' at partner institutions (including OSFC, Oldham College)
- Specialist and targeted bespoke pathways where appropriate (including for students with SEND / complex needs)

The Radclyffe School has extensive links with external agencies such as The Careers and Enterprise Company and other local college and training providers to ensure our young people make the right choices for them at post 16.

Students at The Radclyffe School will find out about potential future careers, have an awareness of labour market information and changes that are taking place on a local, national, and international level in relation to employment opportunities.

Through our universal and targeted approach, students will find out about the range of routes available to them, including reference to apprenticeships, T-Levels, and other post 16 options. Crucially students will have the knowledge, skills and understanding to be able to take those next steps successfully.

4. Partnerships Supporting CEIAG

The Radclyffe School has a number of partnerships with a variety of organisations to support the implementation of CEIAG. These include:

- Positive Steps
- The Careers and Enterprise Company
- Local colleges
- Young Enterprise
- Mahdlo Youth Zone
- Former students 'Alumni Network' from across the Cranmer Education Trust schools
- Training Providers
- Universities

5. Quality Assuring and Monitoring the Impact of Provision

The careers programme is continually assessed and monitored in line with whole-school quality assurance procedures, to ensure that it is meeting the statutory requirements for CEIAG.

The Associate Assistant Headteacher leads, and quality assures the provision of CEIAG across the school, liaises with the relevant outside agencies and works with curriculum leaders to ensure aspects of their curriculum give an insight into real-world career paths. The effectiveness of careers provision within The Big Idea Framework will be reviewed annually through student voice, destination data, Gatsby Benchmark performance and Compass+ evaluations.

The success of our programmes will also be assessed through quantitative measures which will include:

- % in full time education post 16
- % in full time training or apprenticeships
- % NEET (not in education, employment, or training)
- Progress 8 figures
- English and Maths at 9-4 and 9-5
- Attainment 8

Data will be benchmarked nationally and analysed for key groups (PP, SEND, CLA).

The impact of the careers programme will also be evaluated through:

- Student voice
- Parent voice
- Employer feedback
- Compass+ benchmarking
- Gatsby Benchmark performance
- Destination data
- Quality assurance of careers activities
- Evaluation of personal guidance interviews

6. Contact Information

Associate Assistant Headteacher & Careers Leader: Mr D. Corrigan – strategic leadership, Gatsby tracking, Compass+, provider liaison

Associate Assistant Headteacher (Transition): Miss M. Whybrow – supports with successful transition to post-16 placements.

SLT Line Manager: Miss M. Bennett (Deputy Headteacher)

Local Governance Committee: Holds the school to account for statutory compliance

Subject Leaders: Embed careers learning into curriculum plans

External Careers Adviser: Delivers independent 1:1 guidance

Employers/Providers: Deliver impartial encounters in line with PAL

Requests for further information regarding Careers should be directed to Mr. Corrigan, Associate Assistant Headteacher. Mr. Corrigan may be contacted by telephone or email, dcorrigan@theradclyffeschool.co.uk or 0161 622 3200

Appendix A – Intended Careers Matrix

Appendix

Providers who have been invited into The Radclyffe School to date include:

Below provided as an example

- The Manchester College
- Oldham Sixth Form College
- Oldham College
- Hopwood Hall
- Bluecoat Sixth Form
- Xaverian College
- ASK Apprenticeship

- Learn to Earn
- RGM Recruitment Specialists
- KPMG
- Wilmott and Dixon
- NHS
- Greater Manchester Police Force
- Army
- RAF
- Oldham Enterprise Trust
- KOOTH
- Enigma
- Nando's
- Sacha Lord: Park Life
- Bentley Motors
- White Rose Beauty College
- Northern Care Alliance
- National Highways
- SETA Training
- Oldham Community and Leisure

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Appendix A: How The Radclyffe School delivers provider encounters (Years 7–11)

The school offers the six provider encounters required by law and a number of additional events, integrated into the school careers programme that provides an opportunity for providers to come into school to speak to pupils and/or their parents/careers:

	Autumn Term	Spring Term	Summer Term
Year 7	Linnet Clough Team Building (GB4) TRS Experience lesson (GB1) Independent Careers Adviser Break and lunch time drop ins (GB8)	PGL Residential (GB4) TRS Experience lesson (GB1) Independent Careers Adviser Break and lunch time drop ins (GB8) National Careers Week x 5 employer encounters (GB 5 and 6) National Apprenticeship Week Activities (GB5 and 6)	Manchester University Gateway Visit (GB7) UK Parliament and Westminster Trip (GB 6) Independent Careers Adviser Break and lunch time drop ins (GB8) Year 7 Industry Day (GB5, 6 and 7)

Year 8	Edge Hill University (GB7) Independent Careers Adviser Break and lunch time drop ins (GB8)	Oldham Sixth Form College Visit (GB7) Manchester University Gateway Visit (GB 7) National Careers Week activities x 5 employer encounters (GB5 and 6) National Apprenticeship Week Activities (GB5 and 6) Careers Lessons 1- 6 (GB1) Independent careers adviser present at parents evenings (GB 8) Year 8 Industry day (GB 5, 6 and 7)	UK Parliament and Westminster visit (GB 6) Independent Careers Adviser Break and lunch time drop ins (GB8)
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Year 9	University assembly (GB7) Independent Careers Adviser Break and lunch time drop ins Learn to Earn (GB5 and GB6) Careers Fair (GB5, 6 and 7)	Oldham Sixth Form College visit (GB7) National Careers Week activities x 5 Employer encounters (GB5 and 6) National Apprenticeship Week Activities (GB5 and 6) Interviews with independent careers advisers from positive steps (GB 8) Year 9 Industry Day (GB5, 6 AND 7) Key Stage 4 Options Evening (GB7)	Oldham Sixth Form College (GB7) Independent Careers Adviser Break and lunch time drop ins
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Year 10	Manchester University (GB7) Oldham Sixth Form College Taster day (GB7) Edge Hill University (GB7) Independent Careers Adviser	Mock Interviews (GB8) GM Higher Project (GB7) Varsity Project with GM Higher and Oldham Sixth Form College (GB7) National Careers Week activities x 5 Employer encounters (GB 5 and 6) National	Oldham Sixth Form College Taster Day (GB7) Oldham College Taster Day (GB7) Work Experience (GB6) Independent Careers Adviser meeting (GB8)
	Break and lunch time drop ins	Apprenticeship Week Activities (GB5 and 6)	UK University and Apprenticeship fair (GB7)

Year 11	UK University and Apprenticeship Fair (GB7)	Doctor / Nursing Manchester University (GB7)	Independent Careers Adviser meeting (GB8)
	OSFC Medicine and Law talks (GB7)	National Careers Week activities x 5 Employer encounters (GB 5 and 6)	College Transition Visit (GB7)
	GM Higher Project (GB7)		Independent Careers Adviser follow up appointments after the GCSE Exam results are published (GB8)
	Careers Fair (GB5, 6 and 7)	Independent Careers Adviser meeting (GB8)	
	Post 16 Personal Development Lesson Visits (GB3 and GB7)	College Transition Visit (GB7)	
	Independent Careers Adviser meeting (GB8)	Independent Careers Adviser follow up appointments after the GCSE Exam results are published (GB8)	