



south essex college

**Careers Education,
Information, Advice &
Guidance Strategy
2023 - 2024**



Careers Education, Information, Advice & Guidance Strategy

Our Vision

At SECGG we positively change lives through learning. Our students are given opportunities to achieve above and beyond their expectations and experience motivational learning to develop their skills, engage them as citizens to help shape and change their lives, making us the first choice provider in the region. We believe our programmes will contribute significantly to personal development and provide our students with relevant employability skills, alongside gaining relevant professional and technical skills. We believe this enhances their opportunities and contributes to the regional and national economy.

Introduction

South Essex College Group (SECG) is committed to providing high quality Careers Education Information Advice and Guidance (CEIAG), as part of an outstanding student experience, to fulfil the Gatsby Benchmarks, (acting in the best interest of all students.) The college continues to improve the careers provision, as well as assisting to plan and manage personal progression and career planning. The Careers strategy has been designed to reflect SECG's wider Strategic Plan but specifically falls within the scope of Personal Development and Behaviour & Attitudes, and firmly commits to raising aspirations, supporting all students inclusive of apprentices and adults.

This strategy provides clear requirements to support students through their educational and careers progression and works in conjunction with the following documents:

- Admissions Policy
- Study Programme Guidelines

Aims

The aims of this strategy are to broaden our students' horizons and empower them to make informed, realistic decisions at all key transitional points throughout the learner journey. The dedicated internal Careers Team within Student Experience including internal staff and external partners will provide a service to all students to ensure the following aims are met:

- Provide impartial advice and guidance on progression opportunities including apprenticeships, Higher Education, employment and training schemes opportunities.
- Keep up to date with local and national labour market information.
- Provide a range of resources that complement the careers programme in further equipping students in making informed choices on their progression options. Resources include careers literature, HE prospectuses and career focussed literature.
- Support students with the development of core employability skills.
- Students to have access to the Careers Services through a variety of means to suit their needs.
- Publish and display service standards and opening hours.
- Ensure all students receive impartiality and falls in accordance with the PAS, GDPR and Equality & Diversity Policies.
- Refer students as appropriate to external partners.
- Acquire feedback in order to evaluate and review the service and delivery method used.
- To make significant improvements towards achieving the Gatsby Benchmarks in line with the requirements of the Careers Strategy..
- Ensure careers education is embedded in the delivery of lessons and students are able to link careers to their learning.

Strategic Objectives

The strategic objectives outlined in this document are underpinned by our College Group Vision, Mission, and strategic goals. .

- All students at each college will have access to a range of events including industry insights, workshops, guest speaker talks and 1-2-1 interviews that will provide them with the information required to map their progression routes, whilst considering how these will be achieved
- Provide accurate, timely and relevant labour market Information to equip students to better understand the career opportunities and factoring causes to job opportunities.
- All careers resources will be made relevant for the individual college campuses, maintained, updated and accessible to both students and staff, to further support students to making informed choices on their progression options.

Resources include careers literature, HE prospectuses, apprenticeship information and career focussed literature, both digital and paper based.

- Students can access the Careers Services through 1-2-1 appointments, drop ins, calls or MS teams for advice and support.
- Support students with identifying core hard and soft skills required to reaching end careers goals and equipping them with developing those key required skills.
- Publication of careers locations, contact methods and operational hours is promoted and made visible to students, staff and parents through the website, Moodle and careers materials created.
- Students to be provided with all relevant impartial advice to suit their individual needs and educational / career progression. Consent to be gathered when sharing students' details with any supporting internal departments or external partners / organisations.
- Students to be informed about all educational and career opportunities to suit their aspirations and timely referrals to be made where applicable.
- Students will be given access to a variety of universities, Colleges, apprenticeships and alternative training providers that will support them in exploring their progression options. This will fall in line with the Bakers Clause legal statutory requirements.
- Bespoke careers programmes will be developed and delivered to meet the needs of the individual colleges.
- Actively seek timely feedback from students, parents, tutors and external partners/employers that allows to continually improve the service and careers programme for students.
- Track and monitor progression being made to achieving the Gatsby Benchmarks on a termly basis through the completion of the Compass Evaluation Toolkit.

Review and Publication

This Strategy will be reviewed annually as part of the College's SAR process and published on the College website.

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| Role | Careers Manager / Operational Careers Leader |
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