

East Riding College

Careers Education Information Advice and Guidance

(CEIAG) Programme and the 8 Gatsby Benchmarks

This document sets out how East Riding College meets the [Department for Education's Careers Strategy and the 8 Gatsby Benchmarks](#)

East Riding College has a team of suitably qualified guidance officers, industry experienced tutors and an extensive enrichment programme that supports the eight Gatsby benchmarks.

1. A stable careers programme. Every school and college should have an embedded programme of career education and guidance that is known and understood by students, parents, teachers, governors and employers.

East Riding College has invested in external accreditation for its careers, information advice and guidance services and high quality customer service through the national IAG Matrix Standard, national Quality in Careers Standard and the Cabinet Office's Customer Service Excellence Award. East Riding College also hosts a wide range of activities and up to date resources within the East Riding College MOODLE website for learners to access when considering their next step decisions.

The College's governing body provide leadership through an IAG link governor who is actively involved with the Careers Programme.

2. Learning from career and labour market information. Every student, and their parents, should have access to good quality information about future study options and labour market opportunities. They will need the support of an informed adviser to make best use of available information.

East Riding College course literature covers progression to the next levels of study as well as employment, including Apprenticeships. At open evenings/days, subject interviews and parents' evenings, parents and learners can access labour market information (LMI) from tutors and trained advisers. Learners can also access trained advisers for one-to-one personal guidance. The tutors provide learners with LMI relevant to their course and workshops delivered during the annual tutorial programme provide learners with current LMI. Visiting employers also provide information about the local labour market and career opportunities to learners.

3. Addressing the needs of each student. Students have different career guidance needs at different stages. Opportunities for advice and support need to be tailored to the needs of each student. A school's careers programme should embed equality and diversity considerations throughout.

The College's careers programme takes into account the differing needs of learners. Where some learners can be provided with IAG on where to research information and be trusted to do so, others need more support. All learners receive a mandatory progression tutorial and they can also access one-to-one IAG when group work is not suitable for them.

4. Linking curriculum learning to careers. All teachers should link curriculum learning with careers. STEM subject teachers should highlight the relevance of STEM subjects for a wide range of future career paths.

All vocational tutors are industry professionals and link learning to real work experiences. The importance of STEM subjects is promoted within each area when looking at professions

and progression. Employers and HE institutions are invited to talk to learners in lessons, and students are given the opportunity to visit employers and HE institutions. All learners are encouraged to access the annual “My Next Step” event held during March each year which hosts external exhibitors from universities, employers, apprenticeship and volunteering organisations.

5. Encounters with employers and employees. Every student should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes.

Each subject area has links with employers, who are invited in to speak with learners during induction and at other points of the year. Learners also have the opportunity to attend Careers, Apprenticeships and HE events where they can meet employers. East Riding College is in partnership with the Careers Enterprise Company and works closely with the Enterprise Co-ordinator and Advisor. Guest speakers are also invited to attend East Riding College to talk to larger groups of learners about opportunities with them. Full time learners will complete an enterprise activity as part of their study programme and those who successfully complete this receive an Employability and Enterprise Passport. The Passport has been externally accredited by the Local Enterprise Partnership and recognises the employability skills they have gained through completion of the enterprise activity.

6. Experiences of workplaces. Every student should have first-hand experiences of the workplace through work visits, work shadowing and/or work experience to help their exploration of career opportunities, and expand their networks.

All full time learners will access work experience as part of their study programme and many of the courses at East Riding College have a mandatory work placement that learners have to complete to pass the course. Learners are encouraged to secure their own work placement as part of their preparation for the world of work with support offered if needed. Many learners come to college already undertaking part time employment, and they will be given the opportunity to evaluate this experience.

7. Encounters with further and higher education. All students should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes and learning in schools, colleges, universities and in the workplace.

Learners are given the opportunity to attend HE fairs and to meet with HE partners to discuss progression options. East Riding College delivers a bespoke programme for level 3 students wishing to progress to higher education and uses the UNIFROG platform to support learners with their decision making. The College actively promotes apprenticeship opportunities to existing learners as well as external applicants.

8. Personal guidance. Every student should have opportunities for guidance interviews with a career adviser, who could be internal (a member of school staff) or external, provided they are trained to an appropriate level. These should be available whenever significant study or career choices are being made.

East Riding College employs qualified and experienced Careers Guidance Advisers.

The guidance team are accessible to all learners and appointments for one-to-one interviews can be booked through reception, by phone or e-mail. Robust internal processes capture intended destinations of all full time learners and where learners are undecided on their

progression route they are automatically contacted to receive a one-to-one personal guidance meeting.

New applicants are able to book appointments to discuss courses that may be of interest and any potential applicant can book an appointment to review the full range of options if they are unsure what to apply for.