



Bishop Fox's

Policy details	
Name:	Careers Education & Guidance Policy
Number:	
Statutory (Y/N):	
SLT	
Lead:	Louise Daniels
Date reviewed:	September 2025
Next review date:	September 2026
Trustee committee	
Name of committee:	IEC
Date reviewed:	October 2025
Next review date:	October 2026

CAREERS EDUCATION AND GUIDANCE CURRICULUM **POLICY**

Intent

Careers Education and Guidance at Bishop Fox's School is designed to prepare students for the choices, changes, and transitions that will affect their future education, training, and adult life.

We aim to equip all students to:

- Make informed decisions about their education, training, and career opportunities, supported by a personalised **Career Action Plan**.
 - Manage transitions confidently and adapt effectively to new roles and situations.
 - Understand themselves better by assessing their strengths, weaknesses, interests, aptitudes, attitudes, and values.
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Entitlement

All students are entitled to:

- A structured programme of **Careers Education and Guidance**.
 - A period of **Work Experience** or engagement in **work-related activities**.
 - Access to **Careers Information Workshops** and **presentations**.
 - **Careers advice and guidance** through one-to-one consultations.
 - Support from their **Tutor**, **Year Head**, **Careers Lead**, and **Careers Co-ordinator**.
 - A personalised **Careers Action Plan**.
 - Targeted support for **vulnerable learners** through a **Transition Panel** and additional interventions.
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Implementation

The Careers programme is primarily delivered through the **PSHE curriculum**, supported by subject lessons and **Curriculum Days**.

Provision is mapped against the **Gatsby Benchmarks**, which are used to evaluate strengths and identify areas for development. Full details of the programme are available on the school website.

Student Entitlement by Key Stage

Years 7 & 8

Self-awareness and Capability Development:

- Explore personal qualities, interests, and skills.
- Reflect on potential work roles and activities.
- Begin developing key employability and career management skills (e.g., self-reliance and self-presentation).
- Learn about **post-14** educational pathways.

Career Exploration:

- Investigate workplace knowledge and skills requirements.
- Use occupational and labour market information (LMI) to explore opportunities.
- Understand how work patterns and careers evolve.
- Examine moral and social issues in the workplace.
- Develop methods for organising and evaluating career-related information.
- Access advice and support to guide **Key Stage 4** option choices.

Career Planning:

- Begin to make informed decisions about KS4 learning and beyond.
- Seek and use information and guidance to begin shaping career plans.

Years 9, 10 & 11

Self-awareness and Capability Development:

- Assess personal qualities, skills, values, and career preferences.
- Participate in activities that enhance key employability skills, including mock interviews.
- Develop advanced **career management skills**, including self-presentation.
- Understand **post-16 and post-18** education, training, and employment options.

Career Exploration:

- Explore skill requirements and assessment methods used in the workplace.
- Use LMI and occupational data to evaluate opportunities.
- Examine the changing nature of work and career progression.
- Consider ethical, social, and moral aspects of various industries.
- Access a variety of external inputs including:
 - Visits and presentations from local colleges, universities, training providers, and employers.

Career Planning:

- Use self-assessment outcomes to inform planning.
- Make informed choices about curriculum and post-16 pathways.
- Engage in **action planning** and **achievement tracking**.
- Seek advice and support when making applications and post-16 decisions.

Monitoring and Evaluation

The Careers Education and Guidance provision is regularly reviewed and evaluated for quality, impact, and compliance with statutory guidance. Oversight is led by the Deputy Headteacher (DHT) and includes:

- **Lesson observations** and **learning walks** focusing on PSHE and careers content.
- Feedback from **students** (Student Voice) and **parents** (Parent Voice).
- Review of **student destinations** (post-16 and post-18 outcomes).
- Analysis of **Career Action Plans** and student progression.
- Evaluation of **Work Experience reports** and staff feedback.
- Regular assessment against the **Gatsby Benchmarks**.

Access to Providers (Post-14, 16, and 18)

Bishop Fox's School ensures that students have access to a broad range of post-14, post-16, and post-18 education and training providers. This supports students in making fully informed decisions about their future.

Access Opportunities Include:

- Assembly presentations
- Lunchtime drop-ins and provider stands
- Attendance at parents' evenings
- Participation in **Raising Achievement Evenings** (Years 10 & 11)
- Organised **visits and trips** to colleges, universities, and workplaces
- A comprehensive **Careers Fair**
- Presentations and workshops during **Curriculum Days** and **PSHE lessons**

An **annual programme** is produced and shared with students, staff, and providers to ensure timely and effective engagement.

(See the **Provider Access Policy** for more details.)