



# Salterns Academy Trust

## THE SALTERNS ACADEMY TRUST: TRAFALGAR SCHOOL

### Careers Education, Information, Advice and Guidance Strategy (CEAIG) Policy



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Date published: September 2025

Date Reviewed:	September 2025	Reviewed by:	ARA	Next review:	September 2026
Summary of changes made:	<ul style="list-style-type: none"><li>- Reduced introduction to avoid repetition and be more succinct.</li><li>- Shorter, clearer aims and objectives.</li><li>- Removal of strategic planning – this will be shared during strategic reviews at SLT/ LGB and with link governor.</li><li>- Updated core offer.</li></ul>				

Careers provision at Trafalgar School is comprehensive and ambitious. Every student participates in career related learning, equipping them with the knowledge, skills and experiences to make informed choices about their future careers. We prepare students to be successful in life beyond education and to achieve in a competitive job market where leaders are expected to be lifelong learners.

We aim to raise students' aspirations, encourage them to step out of their comfort zones and help guide them into a wide range of enjoyable career pathways. Clear information and understanding ensures our students have the self-knowledge, drive and determination to aim high.

We have a strong focus on careers and employability, with excellent community links and a wide network of external support. Our Careers Hub is continually developing, offering a diverse range of resources, information and advice. Students are supported to see the relevance of their studies to their future careers and set themselves clear careers goals. They understand that their school life is a period of preparation and a starting point for adventures into lifelong careers.

**"The personal development of pupils is exceptional. Leaders have constructed a programme of enrichment and opportunity to provide every pupil with valuable life experiences and skills."**

**"A well-constructed careers programme ensures that pupils get the tailored support they need to make ambitious decisions about their future."**

**Ofsted (June 2023)**

### **Aims & Objectives:**

- To provide access to impartial, independent and personalised careers education, information, advice and guidance for all students.
- Implement a curriculum incorporating careers, employability skills and enterprise education for all students, enhanced by Personal Development Days.
- To ensure explicit links between individual subjects' schemes of learning and the careers strategy are developed by Curriculum Enrichment leaders.
- Provide appropriate resources to record and evaluate students' careers experiences which will support the creation of their CV/electronic profile.
- To ensure students have the knowledge and understanding of how education has equipped them with desirable skills, behaviours and attitudes as they progress into adulthood becoming economically aware and demonstrating Trafalgar core values.
- To ensure access to our Careers Hub for all stakeholders, provide a full range of career information, guidance and development pathways.
- To ensure aspirational and meaningful work experience placements for all Year 10 students.
- To be developmentally appropriate and relevant at each key stage.
- To meet the diverse needs of all learners.
- Assign a governor with responsibility for ensuring the school supports students to relate their learning to careers and the world of work from an early age.

### **Monitoring and Evaluation:**

- The careers strategy will be updated annually and monitored by the Assistant Headteacher: Personal Development and Wellbeing.
- Curriculum Leaders and Curriculum Enrichment Leaders are responsible for ensuring subject specific careers education is incorporated into planning.
- The 'Compass Careers Benchmark Tool' will form a key part in reviewing the provision on offer at Trafalgar School, along with the use of UNIfrog to ensure all students have equal opportunities to career related learning and encounters.
- The careers strategy will be shared at reviewed at both leadership and governors' meetings to provide challenge and support.

### **Stakeholder and Employee Engagement:**

Trafalgar School continues to nurture working relationships with: Barclays life skills; SERCO; Formaplex; Royal Navy; UTC; Sailing organisations; The Police and other front-line services; local colleges, technical providers and universities, including the University of Oxford. This is to explore as many opportunities as possible with our students with the overriding aim of opening their eyes to the world of possibilities before them. We firmly believe in raising students' aspirations through regular experiences outside of the everyday curriculum and our careers provision forms an important part of this.

### **Student entitlement:**

All students in Years 8-13 are entitled:

- Current and relevant, unbiased information on future learning and training, careers and labour market information;
- to have the opportunities to engage in meaningful conversations about their futures with their teachers, tutors and external providers;
- to find out about technical education qualifications and apprenticeship opportunities as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

**Trafalgar Schools Provider Access Policy is available on our School Website.**

### **Core Offer:**

	Year 7	Year 8	Year 9	Year 10	Year 11
Autumn 1	STEM event in connection with UTC. Tech truck on site for IT department – HSDC.	Blue Skies programme, selected year 8 students start STEM led employability program which lasts for three years.  STEM Girls Trip – Williams Racing	Year 2 of Blue Skies programme.	PSHE Preparation to complete college and job application forms and interviews.  Careers and FE fair for parents and carers. Careers Fair at Mountbatten Centre.  Careers and apprenticeship show for target students at Fratton Park.	College and Post 16 options Fair (to include UTC). Alumni Students (small group work: 'A day in the life of a college student.') 1:1 Careers Interviews. Year 11 parent information evening including careers fair.
Autumn 2	Careers and Further Education Fair.  "Up for Uni" transition day for selected students to experience University life and taster sessions with UoP.	COPC Enterprise Day. Travel and Tourism trip to Fareham College.	Magistrates Court Law Visit. Barclays Bank in school sessions.	The BIG Interview (Mock interview with a local employer).	College application drop in's (Run by full range of local colleges- including the UTC). Careers and apprenticeship show for target students at Fratton Park. 1:1 Careers Interviews. COPC Taster day.
Spring 1	International Woman's day Talk (STEM careers in science). Employer Engagement Project: careers using maths / science / English. In class employer led sessions.	International Woman's day Talk- STEM careers in science  Employer Engagement Project: careers using maths / science / English. In class employer led sessions.  University of Portsmouth taster day.	College Presentation Options Evening Student and Parent Event (To include parent information talk about post 16 options including technical education with local colleges and technical provider invited and careers fair. Using languages in careers: Enrichment workshops with City of Portsmouth College and University of Portsmouth. Employer Engagement Project: careers using maths / science / English. In class employer led sessions.	Apprenticeship Bus (talk and group discussions with current apprentices). Oxford university trip. Cambridge university trip.	HSDC/ COPC college on site Interviews. Winchester University visit. 1:1 Careers Interviews.
Spring 2	STEM WEEK Medical Services Employment talk.	STEM WEEK UTC Tour (post 16 STEM opportunities including T levels).	STEM WEEK Medical Services Employment talk.	UTC Tour and Talk. (Post 16 options.) Work Experience. 1:1 Careers Interviews.	Targeted Careers Interviews.
Summer 1			University of Portsmouth "Your Future Self" workshops.	Careers and Higher Education Fair. Parent Information evening- making sense of post 16 options (to include T levels and technical education). College Taster Days 1:1 Careers Interviews.	
Summer 2			Girls Network – networking and employer mentoring.	1:1 Careers Interviews Girls Network – networking and employer mentoring. University of Portsmouth residential.	