



CITY OF BIRMINGHAM EDUCATION DEPARTMENT

BASKERVILLE SCHOOL

CAREERS EDUCATION AND GUIDANCE POLICY

Date reviewed: June 2024
Next review: June 2025

BASKERVILLE SCHOOL, FELLOWS LANE, HARBORNE, BIRMINGHAM, B17 9TS

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VISION STATEMENT

To provide outstanding educational provision, with students achieving exceptional academic and social outcomes.

Introduction and Rational

Baskerville School provides a secondary education for young people between the ages of 11 – 19 who have Autistic Spectrum Disorders. The students require careful preparation for adult life and they are helped to develop the skills they require to access supported living and employment. For those who will require continuous care, preparation for life in the community is equally important. The students at Baskerville School will only master relevant skills for living through carefully structured teaching, and high quality real life opportunities to put into practice what they have learned. Students completing their education at the end of year 11 have the opportunity of continuing their education into Post-16. This policy is in place to support achieving the school's vision statement.

This document should be used in conjunction with the following documents:

The Equal Opportunities Policy

The Baskerville Careers Strategy

The Preparing for Adulthood Strategy

Aims of Careers Education at Baskerville School

Intent

Our intent is to provide a programme of study that prepares all students for the next stage in their life beyond Baskerville School. Our programme is responsive to the needs of our students and their families, fostering choice and accessibility to advice and guidance relevant to all students. Equality and entitlement drive the programme, drawing upon the Preparing for Adulthood Outcomes where a 'consideration of aspirations, activity and provision that can support progress towards the PfA outcomes and what this might mean at different ages and stages of development'.

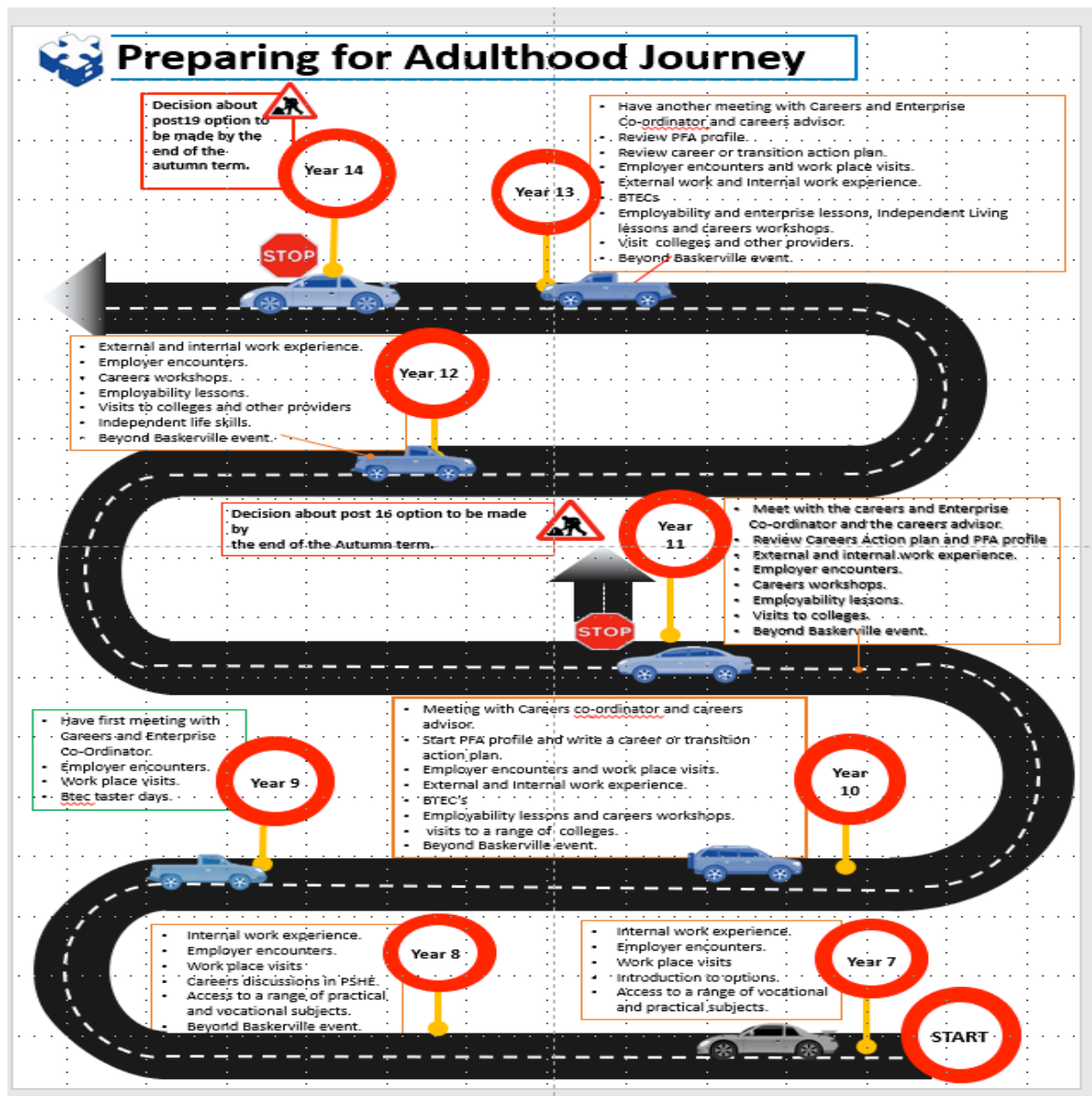
Baskerville school aim to meet the requirements of the Gatsby Benchmarks for all students for whom Careers is relevant and purposeful. We intend to provide;

- A stable careers programme.
- Learning from career and labour market information.
- Addressing the needs of each pupil.
- Linking curriculum learning to careers.
- Encounters with employers and employees.
- Experiences of workplaces.

- Encounters with further and higher education.
- Personal guidance.

A further aim is to provide access to relevant external agencies to strengthen and support the decisions made by students and their families.

Implementation



Our Careers Strategy can also be accessed [here](#), outlining the planning and preparation in delivering our vision by combining Careers and the Preparing for Adulthood Agenda. Baskerville School is committed to providing a planned programme of Careers Education, information and guidance for all students in

Years 7-14. Students are grouped according to their communication and literacy needs and ability.

In Key Stage 3 a students' journey towards adulthood begins with Careers discussions in PHSE, the offer is broadened through Internal Work Experience, Employer Encounters, Work Place visits, and Beyond Baskerville Events. In Year 9 all students create a Preparing for Adulthood Profile in preparation for Year 10 that outlines key areas of interest, their preferences for work experience, and requests for experiences of vocational options. (see Meeting the Baker Clause [here](#).) Bespoke advice regarding Careers or destinations is offered by our Careers and Enterprise Advisor and Quality Assured by Stepping Forward Limited, an independent careers service.

In line with our aims; life skills, employability skills, and independent living skills are timetabled across Key Stage 4 and Key Stage 5 (PfA). A number of students will undertake Asdan Employability from Entry Level 2 to Level 2. The Youth Enterprise TEAMS Programme runs across Key Stage 4 and Key Stage 5, alongside a wealth of work experience, both internal and external, purposeful and meaning experiences with our valued partnerships combine to support students transitions to the next phase in education, employment or relevant destinations.

Impact

The impact of any successful Careers Programme is measured by the achievement of students reaching their preferred destination, whether that be transitioning into supported living, further education, supported internships or employment. However, we also rely upon the quality of our provision being measured by our students, their families, and the partnerships within which we work, through regular feedback and evaluation of our practice. Our provision is also Quality Assured by our Governing Body, The Careers and Enterprise Centre and Stepping Forward Limited.

Leadership and Management

The Assistant Head Teacher Progress and Outcomes has strategic lead for Careers. The Careers and Enterprise Co-ordinator has the day to day running of careers and is supported by the Work Experience coach, to plan work experience, Employer Encounters, and to monitor the progress of students against our aim to provide a wealth of experiences for students to prepare for their future.

The Careers programme will be reviewed annually by the Assistant Head Teacher Progress and Outcomes and the careers team.

Management of provider access requests

Opportunities for access

Our provision includes various opportunities for students to access a range of events. These are integrated into Baskerville School's careers programme and curriculum as well as hosting or attending one off events that provide such opportunities. The integrated events are usually delivered internally, with contribution from external providers where necessary. The one off events, such as a college open day or an apprenticeship fair, are regularly advertised to our students and where appropriate we will arrange a visit, during the school day, for a select group of students to attend.

The School employs an independent and impartial careers adviser from an outside agency who works with Year 11 students to ensure they are able to make an informed choice about their next steps. The adviser will see all of our Year 11 cohort at least once, but where necessary repeat appointments can be made. We also employ a Work Related Learning Officer who works with students to look at and provide work experience opportunities. The adviser will inform students about the opportunities that other providers have, and when needed, they will complete application forms together for those selected college or apprenticeship placements.

Procedure

A provider wishing to request access should contact any of our Careers Team by email, telephone call or in writing. Local providers are invited to key relevant events that are held Baskerville School, we would, for example, invite apprenticeship providers, colleges, universities or other relevant groups such as our local volunteering group.

At all times we ensure that there are no issues of safeguarding and that our students are always completely safe whilst meeting or speaking to external providers.

Lorraine Parkes

Assistant Head Teacher Progress and Outcomes January 2022

