



# Careers Education, Information, Advice and Guidance

## Provision at Clevedon School

### 2025 – 2026 Programme

At Clevedon School we offer all students a range of Careers Education, Information, Advice and Guidance (CEIAG) opportunities to learn about the world of work and to help prepare for their future steps at Post 16 and Post 18. We endeavour to provide a service to our students which meets their individual needs and provides appropriate advice and guidance that will raise aspiration and help inspire their learning.

#### Independent Advice and Guidance

Mrs Pippa Farrell, our impartial Level 6 Careers Adviser, is available for appointments every week – Tuesday to Thursday, to meet with students from all year groups, offering 1-1 guidance interviews. Pippa can be contacted through email at [pfarrell@clevedonschool.org.uk](mailto:pfarrell@clevedonschool.org.uk) or students can also make appointments through Tutors or Heads of House or by visiting the Careers and Destinations Office, on the first floor of the Science Atrium.

Whilst all students are encouraged to make 1:1 appointments each term Pippa will focus on particular year groups to maximise their support at key educational transition points:

- **Term 1** Year 13 (Post 18 options including UCAS and apprenticeship applications)
- **Term 2** Year 13 (ongoing) and Year 11 (Post 16 options and Post 16 provider applications)
- **Term 3** Year 11 (ongoing) and Year 9 (GCSE option process)
- **Term 4** Year 11 (ongoing)
- **Term 5** Whole school focus through self, tutor and Heads of House referrals with particular support for SEND and Pupils Premium.
- **Team 6** Year 12 (Post 18 options)

When focusing on particular year groups, especially Years 11-13, Clevedon School utilises CareerPilot's Pathway Planner online student self-assessment tool to prioritise individual appointments and determine the initial length of appointments.

#### CEIAG Activities at Clevedon School

Our CEIAG programme of activities is matched closely to the Gatsby Benchmarks, the criteria by which all CEIAG provision is measured within schools, colleges and universities. The eight **Gatsby Benchmarks** of good careers guidance are:

- 1. A stable careers programme**
- 2. Learning from career and labour market information**
- 3. Addressing the needs of each pupil**
- 4. Linking curriculum learning to careers**
- 5. Encounters with employers and employees**
- 6. Experiences of workplaces**
- 7. Encounters with further and higher education**
- 8. Personal guidance**

Further information on the Gatsby Benchmarks can be found at:

[A Quick Read Guide to the Gatsby Benchmarks | Gatsby Benchmarks](#)

The table on the following pages illustrates careers activities for each year group within Clevedon School as mapped against the eight Gatsby Benchmarks. Please note that this list is not exhaustive and is updated regularly as new opportunities become available:

Gatsby Benchmark		
1. A Stable Careers Programme	<ul style="list-style-type: none"> <li>• A stable structured careers programme has the explicit backing of the senior management team and has an identified and appropriately trained Careers Leader responsible for it.</li> <li>• The careers programme is published on the school's website in a way that enables students, parents, school/college staff and employers to access and understand it.</li> <li>• The programme is regularly evaluated with feedback from students, parents, school/college staff and employers as part of the evaluation process. Technical education and apprenticeships are given the opportunity to talk to all pupils.</li> <li>• The programme should be regularly evaluated with feedback from students, parents, school/college staff and employers as part of the evaluation process.</li> <li>• Providers of technical (including higher technical) education, vocational education and apprenticeships are given the opportunity to engage with students and their parents so that all routes at 16 and 18 are fully understood and so that students can make informed decisions at key transition points.</li> </ul>	
Gatsby Benchmark	Activity / Event / Programme	Year Group
2. Learning from Career and LMI	<ul style="list-style-type: none"> <li>• iCould.com in tutor time</li> <li>• Enterprise Advisor (Rachel Ball – Babcock)</li> <li>• Feature Lectures</li> <li>• Clevedon Careers and Futures Fair</li> <li>• Career / Skillometer</li> <li>• School trips and visits</li> <li>• Be Inspired Careers Talk</li> <li>• Mock interviews</li> <li>• Skills Connect / WECA Job Sector Specific LMI posters</li> </ul>	<p>All</p> <p>All</p> <p>12-13</p> <p>10-13</p> <p>All</p> <p>All</p> <p>9-13</p> <p>12</p> <p>All</p>
3. Addressing the Needs of Individual Pupils	<ul style="list-style-type: none"> <li>• Post 16 Guidance (Feature Lectures)</li> <li>• 1:1 Career Advisor appointments</li> <li>• Careerpilot</li> <li>• Year 10, 11 and 12 Information Evenings</li> <li>• Sixth Form Open Evening</li> <li>• Access to Bristol, Realising Opportunities and Pathway to Bath</li> <li>• Clevedon Careers and Futures Fair</li> <li>• Be Inspired Programme</li> <li>• Trips and visits</li> <li>• Futures Week</li> <li>• Clevedon Aspire</li> <li>• Career / Skillometer</li> <li>• Aspiration Workshops</li> <li>• Employability Workshops</li> <li>• Future Skills Questionnaire</li> <li>• Bespoke Transition Programme</li> <li>• EAL Careers Package</li> <li>• Mock Interviews</li> </ul>	<p>12-13</p> <p>10-13</p> <p>7-13</p> <p>10-12</p> <p>11</p> <p>12-13</p> <p>10-13</p> <p>9-13</p> <p>All</p> <p>12</p> <p>11</p> <p>All</p> <p>11</p> <p>10-13</p> <p>7, 9, 11, 13</p> <p>10-11</p> <p>10-11</p> <p>12</p>

<p>4. Linking Curriculum Learning with Careers</p>	<ul style="list-style-type: none"> <li>• Subject specific plenary activities</li> <li>• iCould.com in Tutor Programme</li> <li>• Subject Career Notice Boards</li> <li>• Enterprise Advisor</li> <li>• GCSE / Post 16 / Post 18 Advice Programme</li> <li>• Clevedon Careers and Futures Fair</li> <li>• Be Inspired Programme</li> <li>• Trips and visits</li> <li>• Employer Subject Talks</li> <li>• Careerpilot</li> <li>• Clevedon Aspire</li> <li>• My Learning, My Future Careers in the Curriculum presentations</li> </ul>	<p>All 7-9 All All 11-13 10-13 9-13 All All All 11 All</p>
<p>5. Encounters with Employers and Employees</p>	<ul style="list-style-type: none"> <li>• Clevedon Careers and Futures Fair</li> <li>• Enterprise Advisor</li> <li>• Feature Lectures</li> <li>• Be Inspired Programme</li> <li>• Workplace trips and visits</li> <li>• Employer Subject Talks</li> <li>• Futures Week</li> <li>• Clevedon Aspire</li> <li>• Mock interviews</li> <li>• Work Experience</li> </ul>	<p>10-13 All 12-13 9-13 All All 12 11 12 10 and 12</p>
<p>6. Experiences of Workplaces</p>	<ul style="list-style-type: none"> <li>• EA</li> <li>• Yr. 10 Work Experience</li> <li>• Yr. 12 Work experience</li> <li>• Clevedon Aspire</li> <li>• Open Door Visits</li> </ul>	<p>All 10 12 11 9-13</p>
<p>7. Encounters with FE and HE</p>	<ul style="list-style-type: none"> <li>• Feature Lectures</li> <li>• Promotion of FE</li> <li>• Enrichment days</li> <li>• 6<sup>th</sup> Form Open Evening</li> <li>• HE+</li> <li>• Clevedon Futures Fair</li> <li>• Futures Week</li> <li>• WIN events</li> <li>• Clevedon Aspire</li> <li>• University visits</li> <li>• Aspiration Workshops</li> <li>• Weston College Taster Days</li> </ul>	<p>12-13 10-11 10-11 11 12 10-13 12 10-12 11 10, 12 11 10, 11</p>
<p>8. Personal Guidance</p>	<ul style="list-style-type: none"> <li>• Use Pathway Planner</li> <li>• 1:1 CA appointments</li> <li>• UWE 1:1 Y12 HE appts</li> <li>• GCSE / Post 16 / Post 18 Advice Programme</li> </ul>	<p>11-13 11-13 12 9, 11-13</p>

## Careers Education, Information, Advice and Guidance Themes for Key Stages at Clevedon School

The following provide a summary of areas of focus for Key Stages 3-5. Whilst these will provide themes of career and aspiration planning and understanding these are not exhaustive descriptors and students will have the opportunity to expand their knowledge across additional areas of CEAIG:

### Key Stage 3 (Years 7–9)

#### Focus: Awareness and Exploration

1. **Understanding Careers and Pathways:** Students will learn about a wide range of careers and the skills required, exploring how subjects link to different jobs.
  2. **Self-Awareness and Aspirations:** Students will begin identifying their interests, strengths, and values, and how these relate to future opportunities.
  3. **Introduction to Employers and Workplaces:** Students will experience encounters with employers and employees, and understand the importance of work experience.
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### Key Stage 4 (Years 10–11)

#### Focus: Decision-Making and Preparation

1. **Linking Learning to Labour Market:** Students will understand local and national labour market information and how it influences career choices.
  2. **Post-16 Options:** Students will learn about different pathways (A-levels, vocational courses, apprenticeships), how to make informed choices for their next steps and understand the application process for further education or training.
  3. **Practical Career Skills:** Students will engage in meaningful work experience and explore the transferable skills that underpin successful employment placements.
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### Key Stage 5 (Years 12–13)

#### Focus: Transition and Progression

1. **Higher Education and Training Routes:** Students will explore university courses, degree apprenticeships, and other advanced training options. They will also understand the application process for higher education, training and employment.
2. **Professional Networking and Experience:** Students will engage in meaningful work experience, employer encounters, employer interviews and networking opportunities to prepare for employment.
3. **Career Management Skills:** Students will learn how to research opportunities, manage applications, and develop resilience and adaptability for future careers.

#### Use of Personal Data for Destinations and Alumni

To ensure Clevedon School has an accurate record of academic and potential career destinations Career and pastoral staff may look to contact former students after they have come off roll. The DfE and local authorities require schools to provide destination data for former students in the first and third year after they have left Year 11. This is for safeguarding purposes and to offer support for any young person who may be at risk of being NEET (Not in School, Educational or Employment). The Gatsby Benchmarks, as described above, also require destination data to be recorded for the third year after students have left Year 11.

Clevedon School may also contact former students for the purpose of developing alumni links and the opportunity to celebrate the success of former students, through inviting them into school for presentations, talks and the creation of alumni display boards.

### Useful Careers Related Websites:

<https://careersanddestinations.blogspot.com> – Clevedon Careers and Destinations Blog signposts all the CEIAG resources and opportunities which are shared with students and school community through tutors, teaching staff, assemblies, school communications and events

[www.careerpilot.org.uk](http://www.careerpilot.org.uk) – an extremely useful site containing information about all aspects of career, Post 16 options, labour market information, employability, CV and job application advice, HE for Years 9 – 13

<https://icould.com/> - Careers website containing a Careers Matching quiz

<https://nationalcareersservice.direct.gov.uk/> - job profiles, CV and job application advice

<https://www.prospects.ac.uk/> - University careers guidance site with a wide range of all career related information and advice. Very good careers matching programme quiz.

[www.ucas.com](http://www.ucas.com) – everything to do with Universities, degree programmes, searching for degree courses, degree level apprenticeships and eventually to apply to university through

<https://www.gov.uk/apply-apprenticeship> - search for and apply for apprenticeships locally and nationally

If you have any questions or queries regarding Clevedon School's CEIAG provision please contact Mark Davies, Head of Careers and Destinations at: [mdavies@clevedonschool.org.uk](mailto:mdavies@clevedonschool.org.uk)