



Robert Clack School of Science

Careers Education Policy 2026 - 2027

Approved by Executive Headteacher:

Date: September 2026

Signed by Chair of Governors:

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Robert Clack Careers Policy

Our Careers Policy has been reviewed following the publication of the DFE document *Careers guidance and inspiration in schools and statutory guidance for governing bodies, school leaders and school staff, March 2015*.

The guidance will be reviewed by the DFE on an annual basis but will be changed only if it is felt to be unfit for purpose.

The statutory duty requires governing bodies to ensure that all registered pupils at the school are provided with independent careers guidance from year 8 to year 13. The governing body must ensure that the independent careers guidance provided is presented in an impartial manner and includes information on the range of education or training options, including apprenticeships and other vocational pathways. Schools must ensure that the person delivering considers will promote the best interests of the pupils to whom it is given.

We are ambitious for our pupils and want each and every one to enjoy and achieve during their time at school. We will work with families to encourage all to aspire to achieve the best that they can in order to achieve the best possible life opportunities.

Robert Clack School will provide all pupils in the school with age appropriate impartial advice and guidance throughout their school career.

Robert Clack School will provide this impartial advice and guidance through:

Under 16:

- Providing Year 7 to 9 pupils with careers related activities through the 'Skills for Life' programme
- All year 8 pupils taking part in an 'Access to Higher Education' day, raising awareness of post school opportunities with specialist staff and former students
- Providing Year 9 pupils and their parents/ carers with factual information on the range of options available to all at Key Stage 4 through 'Skills for Life' lessons, an assembly programme and an options information evening.
- Providing Year 9 pupils and their parents / carers with an individual interview to discuss their options following the information evening
- Providing pupils in year 10 and 11 with a structured careers education programme for a term each year. This will be delivered as part of the PSHE programme in school and via set PSHE days for KS3 and KS4.
- Delivering lessons that will include activities to raise awareness of the requirements for a successful career including accessing information, specialist entry requirements, application processes and successful interview techniques
- Delivering a programme will provide pupils with access to on- line support systems including Unifrog. Pupils will access this programme in school but will also be able to access this at home to discuss the outcomes with their parents and family.
- Providing pupils with all of the information relating to Post 16 option choices including Apprenticeships, courses available in Further Education colleges and courses available at schools in the local community including the sixth form at Robert Clack.
- Pupils will be made aware of the range of courses available at post 16 including both academic and technical courses. The school is absolutely committed to ensuring that the information provided is unbiased and presents the benefits and disadvantage of each option.
- In year 12, students are provided with an organized Work Experience for two weeks in early July, currently organized through BDSIP and Grofar.
- Subject specific careers presentations, internal and external.

- Alumni careers presentations and careers educational visits 7-13 year groups throughout the academic year.
- Arranging vocational College taster day visits with local Colleges in East London.
- Providing all pupils in year 10 with a mock interview with the support of local employers providing constructed verbal feedback and written action plan for improvements.
- Providing all pupils in Year 11 with access to a careers interview with the school Careers advisor with a written action plan, on line resources and printed resources to follow up the interview. Parents and carers will be invited to attend this interview should they wish to do so.
- Providing pupils with Special Educational Needs with additional support to enable them to access appropriate opportunities either in school or at the local college to ensure that they are able to move onto appropriate courses allowing them to make good personal progress.
- Providing pupils applying to our sixth form with accurate course information and an interview to ensure that the course they study meets their individual needs and will allow them to achieve and progress into employment, training or university.
- Providing pupils with access to information events organised by external agencies including local college and training providers. We have a large and increasing successful alumni and we make full use of their expertise and experience as inspirational role models for our pupils.
- Providing pupils with access to appropriate careers publications.

Post 16

Currently pupils who are eligible for free school meals are able to access financial support from the 16-19 Bursary fund. Students in the sixth form are provided with:

- Access to an individual careers interview with an independent careers specialist.
- In Year 12, participation in EPQ sessions to develop university and career ready independent study and non-cognitive skills.
- In Year 12, participation in the Unifrog programme to research and prepare for successful university, apprenticeship and employment applications.
- In Year 13, an allocated UCAS or Apprenticeship Tutor to provide support for the completion and submission of successful applications to university, apprenticeships and employment.
- Support to access university open days and interviews.
- Support to access specialist apprenticeship programmes.
- A programme of educational visits with a link to the Worshipful Company of Chartered Surveyors, including apprenticeship fairs and employer visits.
- Access to a range of careers and HE enrichment and development programmes.
- An access to Higher Education Support programme including a HE evening and specific HE information events in school.
- All students who have not achieved a grade C in English or Maths at GCSE will re-sit the examination in Year 12 to enable them to access a wider range of careers.
- A specialist work experience or 'Insight into management' programme.
- All students will be given access to programmes to enable them to achieve at the highest level including the STEP programme.

We will constantly review the opportunities available in the local community and will make use of these where they are to the benefit of our students.

Any visitors to the school as part of the careers education program are vetted and/or supervised to ensure that we meet our safeguarding responsibilities.