the <coders> guild

Developing the Future

Careers Education Policy

V1.1 Last Updated ***28th May 2024***

The UK's new gold standard for tech education, continually developed by industry-led peers to better discover, develop and supply tech's new talent to ambitious, socially conscious companies.

Related Policies

CEIAG is underpinned by other current policies held within the Coders Guild.

These include:

Safeguarding Policy v1.8

GDPR and Data Protection Policy v1.6

Equality, Diversity and Inclusion Policy v 1.5

IAG Policy V1.3

Purpose

At The Coders Guild we aim to ensure that all young people from 16 years old to our Adult Learners have access to careers guidance that is personalised to their needs, goals and skills, including in our apprenticeships, short courses and workshops.

We believe in our Learners progressing into transformational careers, and support our learners through all stages of their learning and career. It is therefore vital that we support our students to develop the skills and knowledge needed to make informed choices about their future through Careers Education, Information, Advice and Guidance (CEIAG).

Our Careers education programme is delivered through touch points through the learner's journey from onboarding to reviews, lunch and learns, training sessions and additional resources.

We believe that effective careers education not only contributes to the success of the learner, but also the well – being of the individuals and their families, the communities to which they belong, wider society, businesses and the economy.

Furthermore, our programme seeks to raise aspirations, actively promote equal opportunity, celebrate diversity and challenge stereotypes.

Aims of our CEIAG

To Incorporate Careers into our Course Design and Delivery

- To provide our learners with a stable careers programme that provides all students with the skills to transition not only through education or training, but for the world of work and beyond. ● To provide students with a range of well-rounded experiences and opportunities that support life-long learning and careers development.
- To enrich the curriculum with external advisors and industry professionals, providing Current Labour Market Information and Career Progression pathway information.

To Empower and Support Students in Their Career Journey

- To support the aspirations of all learners and to ensure that they gain the understanding, skills, and experience they need to make progress and succeed in lifelong learning and in lifelong careers. ● To support students in making informed choices about their learning pathways and future employment, beyond their time at The Coders Guild, that is suitable and ambitious for them. ● To provide high quality information and guidance to enable students to understand what opportunities are available to them in both education and employment.

- To empower students in making their own decisions about their learning pathways by raising aspirations and expectations, promoting equality and challenging stereotypes.
- To develop student characteristics and social skills such as communication, resilience, leadership, and self-regulation and how to overcome barriers and challenges.
- To empower individuals to enter the competitive and evolving workplace with confidence and competence.
- To support learners through any stage of their career from beginning to career changing to including if they are at risk of redundancy from their apprenticeship.

To Provide Career Preparation and Transition Support

- To prepare students for living and working in the evolving climate and to have lifelong careers. • To use local and national labour market information to increase employability prospects for all learners.
- To provide access to high-quality advice, guidance, and information helping them realise their ambitions from teachers, trained careers advisors, employers, and other educational providers. • To provide information on the range of education and training options including apprenticeships and other vocational pathways and be delivered by those with the right skills and experiences.

To Foster Strong Partnerships and Community Engagement

- To develop sustainable partnerships with local training providers, employers, and other educational organisations.
- To deliver careers education activities in schools, special schools or colleges where most need has been identified.

To Break Down Barriers to Careers Support and Progression Opportunities

- To break down barriers, specifically seeking to engage under-represented groups and those facing barriers to accessing the pathways into your industry or workforce.
- To actively challenge stereotypes and preconceptions: towards biases, occupations, genders, and groups.

A number of events, integrated into the Coders Guild career programme, will offer business's, employers, recruiters and other education providers an opportunity to speak to Learners and/or their parents/carers:

These can include but are not limited to: Training sessions, lunch and learns, meet and greets, in person workshops and enrichment events, Careers Fairs and other opportunities relevant to the career's education

programme and learners.

We will also use a multi-channel approach to the delivery of our careers education and this can include but is not limited to:

Onboarding, mid reviews, pastoral reviews, exit reviews, training sessions, slack channels, careers events and fairs, National apprenticeship week, National careers week, lunch and learns and progression reviews.

All students are presented with the same Careers Education, opportunity and equality and diversity is celebrated within The Coders Guild. The Coders Guild supports individuals in their choices regarding career, learning, work, and life goals considering their skills, interests, strengths and aspirations with the absence of stereotypes, and influence. Each Learner will receive personalised recommendations that are tailored to their individual needs, circumstances and aspirations.

The Coders Guild offers Careers, Information, Advice, and Guidance (IAG) services to customers including learners, schools, career services, employers, colleges, and partners. The Guild promotes the value of learning and provides potential, current, and former learners with high-quality IAG to support their entry and progression in learning and work.

 Our IAG services encompass a holistic approach, providing guidance on a wide array of topics, including but not limited to: education, skills, employability, careers, health advice, money advice, EDI, and more.

Roles and Responsibilities

All staff are encouraged to contribute to Careers Education through their roles as industry experts, pastoral coaches and other professionals. CPD will be reviewed annually and determined by the Careers Coordinator and Senior Leadership Team.

Careers Lead: Francesca French, Learner Progression Manager

Management

The Director has overall Management for the provision of careers education and support, with the day-to-day running of provision managed by the Learner Progression Manager with support from the Head of Operations.

Our careers programme has been developed taking into consideration the Careers Development Institute CDI Framework, Gatsby Benchmarks and is also informed by the Governments Career Strategy (2018) which sets out a long term plan to build a world class system that will help students choose the career pathway that is right for them. We will continue to use these to manage our policy and to inform any change.

Monitoring and Evaluation

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Our Careers Education programme will be reviewed annually or when relevant legislation and/or events, makes it appropriate to review sooner.

We will use feedback from learners, employers, partners, destination evidence and exit reviews to continuously monitor our provision and make improvements. .

The Careers Education Programme will be evaluated against the Gatsby Benchmarks and the CDI Framework, or any other relevant legislation and Frameworks that are appropriate. We will also use the compass assessment tool to measure and improve against.

Accessibility and Visibility

We aim to provide recognised and trusted IAG services which are publicised, signposted, and made available to all apprentices, short course learners and other customers at times and venues which suit their needs. We will publish our Careers Education Policy on our Website and share any other relevant resources with learners.

Diversity

We recognise the individuality of our apprentices and short course learners and provide a range of services to reflect this. They are encouraged to follow career paths that suit their interests, skills, and strengths with the absence of stereotypes. All apprentices and short course learners are supported with equality of opportunity and diversity amongst our staff and learners is both valued and celebrated.

Impartial

Our CEIAG services support apprentices and short course learners to make informed choices, on courses and progression routes, based on their needs, interests and circumstances and delivered without bias.