

Maiden Erlegh Trust

# TRUST CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE (CEIAG) STRATEGY



MAIDEN ERLEGH  
TRUST

Maiden Erlegh School

<b>Initial approval:</b>	June 2018
<b>Review frequency:</b>	Every three years
<b>Date(s) reviewed:</b>	March 2026

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## Purpose:

- To provide a planned programme of careers education and information, advice and guidance (CEIAG) for all students in Years 7-13 across the Trust.
- To provide impartial advice and guidance so that students are aware of the different options available to them and to develop an awareness of the world of work.
- Provide an engaging curriculum which will encourage the development of work-ready skills so that students achieve satisfaction in the world beyond secondary school.
- Provide a differentiated and personalised learning programme that is appropriate to the student's stage of career learning, planning and development.

### Year 7 Provision:

- CEIAG delivery through the PD programme to include enterprise opportunities (ambition, enterprise, identifying opportunities, business skills e.g. marketing, risk and employment laws).
- Careers Fair to explore profession-related options and careers information and guidance
- STEAM day to participate in and explore Science, Technology, Engineering, Art and Design and Mathematics-related career pathways
- Confidence and communication group for SEND/Vulnerable students.
- School careers website containing specific CEIAG information.
- Celebration of National Careers Week
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subject that students are studying.
- Launch of Unifrog platform

### Year 8 Provision:

- CEIAG delivery through the PD programme to include work role and career pathways (GCSE options, strengths and weaknesses, career pathways, local Labour market Information (LMI) and support networks).
- Careers Fair to explore profession-related options and careers information and guidance
- Participation in whole year drop down day, e.g., *Powering your future day (Feb 2026)*.
- Employer/enterprise advisor led assemblies e.g. the selection process, presentation skills and the use of social media and Linked In.
- Year 8 Careers assembly: Choosing the right options.
- Access to Unifrog software to provide comprehensive careers and education guidance.
- Year 8 Options Assembly / Progress Meetings / Options Surgeries
- Activate learning assembly on post-16 options, including vocational options
- Year 8 advice and guidance to support appropriate option choices and future career aspirations
- Celebration of National Careers Week.
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subject that students are studying.

### Year 9 Provision:

- CEIAG delivery through the PD programme to include work role and career pathways (GCSE options, strengths and weaknesses, career pathways, local Labour market Information (LMI) and support networks).
- Sessions to explore work-ready skills and the recruitment process to include CVs and interviews.
- Careers Fair to explore profession-related options and careers information and guidance
- Employer/enterprise led assemblies on Apprenticeships, single-track careers, serial careers, portfolio careers and lifestyle careers and engaging with alumni.
- Access to Unifrog Software to provide comprehensive careers and education guidance
- Year 9 Careers Drop down day to explore different careers supported by pwc
- Celebration of National Careers Week.
- Calendared # weeks to raise awareness of CEIAG and make career links to the curriculum and different subjects that students are studying

### Year 10 Provision:

- CEIAG delivery through the PD programme to include preparation for work (employment skills, interviews, education, work and apprenticeships, Curriculum Vitae and application forms)
- One-weeks' worth of work experience carried out in the summer term
- Careers Fair to explore profession-related options and careers information and guidance.
- A wide range of careers seminars delivered by visiting professionals to give students specific careers guidance.
- Access to Unifrog software to provide comprehensive careers and education.
- School careers website containing specific CEIAG information.
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subject that students are studying.
- Students attend a careers interview with the Careers Advisor to provide specific, impartial and bespoke careers guidance and to explore future destination choices.

### Year 11 Provision:

- CEIAG delivery through the PD programme to include work role and career pathways (GCSE options, strengths and weaknesses, career pathways, local Labour market Information (LMI) and support networks).
- Students attend a careers interview with the Careers Advisor to provide specific, impartial and bespoke careers guidance and to explore future destination choices.
- Participation in an employer-led mock interview
- Sessions to explore work-ready skills and the recruitment process to include CVs and interviews.
- Careers Fair to explore profession-related options and careers information and guidance
- Employer/enterprise led assemblies on Apprenticeships, single-track careers, serial careers, portfolio careers and lifestyle careers and engaging with alumni.
- *Higher and Further Education Careers Fair* showcasing post-16 and post-18 options including universities, apprenticeships and vocational training.
- Key Stage 5 Options clinics
- Options assembly run by Activate Learning on post-16 options, including T-levels and vocational courses.
- Access to Unifrog Software to provide comprehensive careers and education guidance
- Year 9 Careers Drop down day to explore different careers supported by pwc
- Celebration of National Careers Week.
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subjects that students are studying

### Year 12 Provision:

- CEIAG delivery through the PD programme to include work role and career pathways (GCSE options, strengths and weaknesses, career pathways, local Labour market Information (LMI) and support networks).
- Access to a careers interview with the Careers Advisor to provide specific, impartial and bespoke careers guidance and to explore future destination choices.
- *Future Pathways Day* to provide students with further information regarding future destinations e.g. transferable skills, mock assessment centres, Apprenticeships, universities, gap years and UCAS/personal statements.
- *Higher and Further Education Careers Fair* showcasing post-16 and post-18 options including universities, apprenticeships and vocational training.
- Students encouraged to participate in 30 hours of work experience. Support offered via tutors and ILP meetings.

- Alumni assemblies and presentations to highlight their careers path, post-18, including apprenticeships
- Careers Fair to explore profession-related options and careers information and guidance
- Employer/enterprise led assemblies on Apprenticeships, single-track careers, serial careers, portfolio careers and lifestyle careers and engaging with alumni.
- Sixth form Community Service programme to develop transferable work-ready skills.
- Our dedicated UCAS and Apprenticeship coordinator provides support and advice.
- Access to Unifrog to provide comprehensive careers and education guidance
- Opportunities, including on-site and virtual workplace experiences advertised via *Google Classroom* platform.
- Platinum group sessions on applications to Oxbridge / medicine.
- Celebration of National Careers Week.
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subjects that students are studying

### Year 13 Provision:

- CEIAG delivery through the PD programme to include work role and career pathways (GCSE options, strengths and weaknesses, career pathways, local Labour market Information (LMI) and support networks).
- Access to a careers interview with the Careers Advisor to provide specific, impartial and bespoke careers guidance and to explore future destination choices.
- *Higher and Further Education Careers Fair* showcasing post-16 and post-18 options including universities, apprenticeships and vocational training.
- Students encouraged to participate in 30 hours of work experience. Support offered via tutors and ILP meetings.
- Alumni assemblies and presentations to highlight their careers path, post-18, including apprenticeships
- Careers Fair to explore profession-related options and careers information and guidance
- Employer/enterprise led assemblies on Apprenticeships, single-track careers, serial careers, portfolio careers and lifestyle careers and engaging with alumni.
- Our dedicated UCAS and Apprenticeship coordinator provides support and advice.
- Half-termly Tutor Reviews of Individual Study programmes and progress towards objectives.
- Higher Education Evening.

- Sixth form Community Service programme to develop transferable work-ready skills.
- Access to Unifrog to provide comprehensive careers and education guidance
- Opportunities, including on-site and virtual workplace experiences advertised via *Google Classroom* platform.
- Platinum group sessions on applications to Oxbridge / medicine.
- Celebration of National Careers Week.
- Calendared #Careers weeks to raise awareness of CEIAG and make career links to the curriculum and different subjects that students are studying

### Impact of CEIAG Strategy:

- All students across the Trust have access to impartial careers education and information, advice and guidance.
- Zero NEETs (Not in Education, Employment or Training) at Post 16 and 18.
- Post 16: 60% application to Maiden Erlegh Sixth Form (2025).
- Post 18: 192 confirmed university applicants (2025) with an increasing number being successful for level 6 apprenticeships.
- Destination and retention figures are above national – we ensure that every Year 13 student has a destination by September.
- The Trust CEIAG strategy works in tandem with the Trust NEET Prevention strategy, the Trust Careers Learning Programme and the PSMSC Programme.
- We have in-house advice and guidance for UCAS applicants and specialist support for medicine, Oxbridge and apprenticeships.
- Increasing numbers moving towards apprenticeship option as they gain more publicity and due to our improved work in that area.
- The Enterprise Advisor has had a positive and engaging impact on students as evidenced from staff and student voice.
- 100% of Year 11 Careers Interviews delivered via the Careers Advisor.
- Hugely successful Careers Fair held every year.