



The Cornerstone Academy

The best in everyone™

Part of United Learning

POLICY NAME:	Careers Policy
POLICY TYPE:	Cornerstone

DATE RATIFIED:	Summer Term 1 2026
DATE FOR REVIEW:	Summer Term 1 2027
REVIEWED EVERY 1/2/3 YEARS:	Yearly

NOTES:

Careers Education, Information, Advice and Guidance Policy (CEIAG)

Rationale:

CEIAG is a vital part of the curriculum offered at The Cornerstone Academy and makes a major contribution to preparing young people for the opportunities, responsibilities and experiences of adult life. A planned, progressive programme of activities supports students in choosing 14-19 pathways that suit their interests and abilities.

Commitment:

The Cornerstone Academy is committed to providing a planned programme of CEIAG for all students in Key Stages 3 and 4 at a level that is appropriate to their individual needs.

Section 29 of the Education Act 2011 places the Academy under a duty to secure access to independent careers guidance for their students in years 8-11 which must:

- Be presented in an impartial manner.
- Include information on the full range of post-16 education or training options.
- Promote the best interests of the students to whom it is given.

The aims of this policy are:

- To provide impartial careers guidance.
- To develop students' understanding of themselves and the influences on them (Self Development)
- To encourage students to investigate the opportunities available in learning and work (Career Exploration).
- To help students to acquire the skills to make and adjust plans to manage change and transition (Career Management).

Entitlement:

Students are entitled to CEIAG that is impartial. It will be integrated into their experiences of the whole curriculum based on partnership with students, their parents or carers and staff.

Equality and Diversity:

CEIAG will help to promote the Academy's policy on equal opportunities by providing a range of resources which match individual needs, helping students to recognise the importance of equal opportunities and diversity in working life and by monitoring resources to ensure the absence of stereotypes.

Links with other policies:

This policy supports and is underpinned by key Academy policies including those for Teaching and Learning, Assessment, PSHE, Equal Opportunities and Health and Safety.

Responsibilities:

- It is the responsibility of the Principal and SLT to establish an impartial framework for CEIAG and to ensure that it develops in the Academy; to monitor and review its effectiveness and to report regularly to governors on the application and outcomes of the policy.
- The Careers Leader is responsible for Careers and Work-Related Learning (WRL) and for the practical implementation of the policy to develop the CEIAG and WRL.
- It is the responsibility of governors to establish and review the policy on CEIAG; to monitor the application of the policy and to ensure that activities undertaken by students are safe; and to review the outcomes of the policy regularly and to update it as appropriate.

Curriculum and Strategy:

CEIAG is delivered during Personal Development (PD) lessons, tutor activities, collapsed days, mentoring sessions and off-site activities. It is also built into the curriculum of all subjects through both KS3 & KS4. The Academy's Careers Strategy document is published annually and provides further detailed information about provision. The Strategy should be read in conjunction with the CEIAG Policy.

Partnerships:

- Independent Careers Advisor in school one day a week – CEIAG, transition planning, support with college applications
- Business Partners – Employability, Enterprise and interview skills.
- Bournemouth and Poole College.
- Southern Universities Network.
- MYTIME Young Careers – Employability skills
- Local employers who support careers events and visits.
- Local and National Universities.
- Local Colleges and Sixth Forms – visits and taster days.
- United Learning Careers
- Parents and carers are recognised as being vital to the CEIAG process of exchanging information and preparing students for provision after school.

Monitoring and Review:

The effectiveness and appropriateness of the CEIAG policy will be kept under regular review. CEIAG will be reviewed and evaluated by Careers Lead on a yearly basis.

Date of this review:	Summer Term 2026	Review Period:	Yearly
Date of next review:	Summer Term 1 2027	Author:	L. Evans
Type of policy:	Cornerstone		
Approval By Principal: Mr C Phillips			