



## **BERE CLINIC SCHOOL CAREERS POLICY**

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Elysium Children and Education is committed to promoting equality in all its activities. We aim to provide an environment free from discrimination and unfair treatment.

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## **Statement of intent**

This document is produced for Bere Clinic School, a school within Elysium Children and Education. It is underpinned by Sections 42A and 45A of the Education Act 1997 and has due regard to the Department for Education's statutory guidance, 'Careers guidance and access for education and training providers' (2018). It also is informed by the Gatsby Benchmarks of good career guidance, as set out within the Department for Education's career strategy. Bere Clinic School is a small independent school for up to 16 students aged between 12 to 18 who have been admitted to Bere Clinic, a CYPMHS Tier 4 Eating Disorder Service. Students are admitted and discharged to the clinic throughout the year and the anticipated length of stay is around three to six months, however, this is dependent on each student's presentation and some admissions have lasted for over a year. Whilst receiving treatment, students are placed on dual roll at Bere Clinic School and will also maintain their place on roll at their home-school who we work closely with so that continuity is maintained.

### **High quality careers guidance is important for our pupils' futures and our provision aims to:**

- a. develop a broad understanding of the world of work and an ability to respond to changing opportunities.
- b. develop independent learning and research skills so that they can make good use of information and guidance, and to provide comprehensive information on all options.
- c. develop pupils' awareness of the variety of education, training and careers opportunities available to them.
- d. help pupils prepare for the workplace, by building self-development and career management skills.
- e. Help pupils to understand routes to careers that they are interested in, and to make informed choices about their next step in education or training.
- f. To empower young people to plan and manage their own futures and promote a culture of high aspirations and equality of opportunity.

### **Commitment and Vision**

We are committed to:

- g. the provision of resources and advice to enable young people to understand and develop career choices and to ensure that careers education is seen as part of the overall curriculum and learning framework for all year.
- h. encouraging young people to achieve and to be ambitious.
- i. involving young people, parents and carers in the further development of careers work.
- j. working in partnership with local authorities so that no young person is disadvantaged in gaining access to education, training or work.
- k. Using and meeting the Gatsby benchmarks outlined in the 'Careers guidance and access for education and training providers' statutory guidance to monitor our provision.

- l. Recognising statutory duty to secure independent, impartial face to face careers guidance for young people in Year 8 to 13 that includes a range of education and training options.
- m. Maximising the benefits of the students by using a whole school approach involving parents/carers/ external IAG providers/ employers and other local agencies.
- n. Recognising the importance of providing young people with real-life contacts and meaningful encounters or experiences with employers, further education and the workplace in line with statutory updates from the Department of Education.
- o. Ensuring all students have equity in access to impartial careers advice and guidance from external sources.

## 1. Statutory requirements:

This policy is based upon the Department for Education's (DfE's) statutory [Careers guidance and access for education and training providers - GOV.UK](#) - May 2025.

This statutory guidance replaces 'Careers guidance and access for education and training providers: statutory guidance for school and guidance for FE colleges and sixth form colleges', published in January 2023 and has been updated to reflect the government's policy priorities. Changes include:

- an overview of the changes to the [Gatsby Benchmarks of Good Career Guidance](#) following extensive research led by the Gatsby Charitable Foundation.
- detailed information on the amendments to the descriptive and measurable elements of the eight benchmarks.
- DfE's expectations of what schools, colleges and ITPs should do to meet the updated benchmarks.
- preparing for the future introduction of a guarantee of two weeks' worth of work experience for every young person.
- signposting and links to resources, support and further information.

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- The Education Act 1997
- The Education and Skills Act 2008
- The School Information (\*England) Regulations 2008
- Apprenticeships, Skills, Children and Learning Act 2009
- Equality Act 2010
- Children and Families Act 2014
- Technical and Further Education Act 2017



This policy is also in line with the [Skills and Post-16 Act 2022](#), which came into force on **1 January 2023**. It explains that our school must provide a minimum of **six encounters** with technical education or training providers to all pupils in years 8 to 13.

The above guidance requires that schools publish information about their careers programme on their website. We also act in line with our statutory duty under the 'Baker Clause', to be impartial and not show bias towards any route, be that academic or technical.

### **Roles and responsibilities**

The Management Committee / SLT is responsible for:

- Ensuring that all registered young people are provided with independent careers guidance from Year 7 to Year 13.
- Ensuring that arrangements are in place to allow a range of education and training providers to access all young people and inform them about approved technical education qualifications and apprenticeships.
- Ensuring that the independent careers guidance is presented in an impartial manner, showing no bias or favoritism towards a particular institution, education or work option.
- Ensuring that the guidance includes information on the range of education or training options, including apprenticeships and technical education routes.
- Ensuring that the guidance that is provided promotes the best interests of young people.
- Ensuring this policy does not discriminate on any grounds.
- Handling complaints regarding this policy as outlined in Bere Clinic School's Complaints Procedures Policy.
- Providing clear advice and guidance to the Headteacher on which they can base a strategy for careers education and guidance which meets the school's legal requirement

### **The Careers Leader is responsible for:**

- a. Liaising with the headteacher and any external agencies to implement and maintain effective careers guidance.
- b. Creating, implementing and delivering personalised group and 1:1 sessions for the young people at Bere Clinic School.
- c. Establishing, maintaining and developing links with FE colleges, universities, apprenticeship providers and employers.
- d. Engaging with an appropriate external agency to provide careers guidance to young people
- e. Providing young people with effective careers guidance and supporting social mobility by improving opportunities for all young people.
- f. Monitoring teaching and learning in careers education, and the access to and take up of career guidance.
- g. Advising senior leadership on policy, strategy and resources for careers education, information, advice and guidance (CEIAG).
- h. Preparing and implementing an action plan for CEIAG in line with the Gatsby Standards and reviewing and evaluating the programme of CEIAG from this.

i. Encouraging the training of school staff to promote careers guidance to their young people

- j. Using the updated 2024 and beyond [Gatsby Benchmarks](#) to improve Bere Clinic School's careers provision and ensure compliance with legal duties, with an ultimate aim to meet all benchmarks, where possible given the hospital school context.
- k. Allowing young people to have access to providers of technical education, such as colleges, and apprenticeships to ensure every young person is well-informed about their future options at every stage.
- l. Engaging with the designated lead for LAC/SEND and previously LAC to ensure they know which young people are in care/are care leavers, to understand their additional support needs and to ensure that any personal education plans can inform careers advice.
- m. Working closely with the SENDCO and other staff to identify the guidance needs of all young people with SEND and implement personalised support.
- n. Ensuring that young people with SEND understand their different career pathways, and enabling them to gain the skills, knowledge and experience they require to achieve their career goals.
- o. Providing a thorough, personalised career service throughout Bere Clinic School.
- p. Staying up to date with relevant CPD and developments in the CEIAG sector.
- q. Producing careers information and guidance through online and hard copy literature, and visual displays in school.
- r. Attending regular supervision with the headteacher to discuss Bere Clinic School's career plan.
- s. Providing an open-door service for young people to drop in and discuss their career options.
- t. Arranging meetings and follow-up appointments with young people who are interested in the careers service.

Teaching staff are responsible for:

- Ensuring careers education is planned into their lessons.
- Attending any relevant CPD or training to ensure they are up to date with the Bere Clinic School's careers plan.
- Promoting careers guidance in the classroom through visual aids.
- Being good role models for their particular area of work or specialism.
- Creating a learning environment that allows and encourages young people to tackle real life challenges, manage risks and develop skills that can be applied to the workplace.

## Developing a stable careers programme



Bere Clinic School is a small independent school for up to 16 young people aged between 12 to 18 who have been admitted to Bere Clinic, a CYPMHS Tier 4 Eating Disorder Service.

Young people are admitted and discharged to the clinic throughout the year and the anticipated length of stay is around three to six months, however, this is dependent on each young person's presentation and some admissions have lasted for up to one year. Whilst receiving treatment, young people are placed on dual roll at Bere Clinic School and will also maintain their place on roll at their home- school who we work closely with so that continuity is maintained of which Bere clinic is the subsidiary setting.

Bere Clinic School has a careers programme in place which is guided by the eight Gatsby Benchmarks:

- A stable careers programme
- Learning from career and labour market information
- Addressing the needs of each young person
- Linking curriculum learning to careers
- Encounters with employers and employees
- Experiences of workplaces (which may be virtually or through external visitors)
- Encounters with further and higher education
- Personal guidance

There is new statutory guidance to be implemented from September 2025 that is structured around what schools, colleges and ITPs should do to deliver against the updated benchmarks.

The updated benchmark framework, rationale for changes and examples of impressive practice are available in the [Good Career Guidance: The Next Ten Years report on the Gatsby Benchmarks website](#).

Gatsby Benchmark toolkits and guides that support the meaningful achievement of all eight benchmarks are available through [The CEC resource directory](#). This directory and the [Careers & Enterprise Digital Academy](#) offer a curated collection of high quality, trusted careers tools, guidance and information. CEC provides [support to meet the updated Gatsby Benchmarks](#).

Our careers programme will be reviewed regularly against the benchmarks to ensure it remains on target. It will ensure that we comply with the Baker Clause, which is an amendment to the Technical and Further Education Act that requires schools to proactively provide access to its pupils by alternative providers of technical & post 14, 16 to 18 education.

#### **Careers Leader:**

A careers lead is in place to ensure the leadership and coordination of a high-quality careers programme.

The careers lead for Bere Clinic School is the Deputy Headteacher.



An impartial careers adviser will support the careers leader and provide individual, tailored careers guidance to young people. The external provider will work alongside our internal careers lead teacher to ensure that the needs of all young people are met.

The careers leader will work closely with other staff to support young people with understanding different career pathways and how to develop the necessary skills, knowledge, experience and qualifications to succeed and fulfil their potential. The school will work with families of young people to help them understand what career options are available.

Careers guidance will take account of the full range of relevant education, training and employment opportunities. It will inform young people about the ways employees are supported in the workplace. Guidance will focus on a young person's career aspirations and the post-16 options which are most likely to give the young person a pathway into employment or HE.

#### **Labour Market Information:**

Bere Clinic School will ensure every pupil, and their parents, has access to good-quality information about future study options and labour market opportunities.

Young people and their parents will be referred to the National Careers Service which offers information and professional advice via a website, helpline and web chat.

Bere Clinic School will ensure young people understand the value of finding out about the labour market and support them in accessing this information. Young people will be provided with information on the benefits of understanding the labour market, including the salaries and promotion opportunities for different jobs, and the volume and location of vacancies across different sectors.

To support social mobility, Bere Clinic School will work to raise young people's aspirations and tackle stereotypical assumptions. Interventions will be used to tackle gender stereotypes; arrangements will be made for young people to talk to employees who work in non-stereotypical jobs to raise awareness of the range of careers that STEM qualifications lead to.

#### **Addressing the needs of young people**

Bere Clinic School's careers programme will aim to raise the aspirations of all young people whilst being tailored to individual needs. The programme will inform young people of the range of opportunities available to them, encouraging them to aim higher and make choices relevant to what they feel they can achieve.

All forms of stereotyping will be prohibited in the careers advice and guidance that is provided, to ensure young people from all backgrounds, gender and diversity groups, and those with SEND, can consider the widest possible range of careers.

- Comprehensive and accurate records will be kept to support the career development of young people.
- Destination data will be retained by Bere Clinic School for at least three years.



- Information about Bere Clinic School's careers programme will be published on their website.
- Bere Clinic school will work in partnership with their commissioning schools and LAs as well as post-16 providers to provide support and advice on transitional pathways into FE or training.

Bere Clinic School will work with the LA, children's social care, and a young person's home-school to identify young people who are in need of targeted support or those who are at risk of not participating in post-16 pathways, such as:

- LAC and PLAC.
- Care leavers.
- Young people from Gypsy, Roma, and Traveller backgrounds.

Agreements will be made on how these young people can be referred for support drawn from a range of education and training support services available in their area.

Bere Clinic School will ensure that careers guidance is differentiated, if appropriate, and based on high aspirations and a personalised approach.

### **Young People with SEND**

Bere Clinic School will ensure that careers guidance is differentiated, if appropriate, and based on high aspirations and a personalised approach.

The careers leader will work closely with the SEND lead and other staff to support young people with understanding different career pathways and how to develop the necessary skills, knowledge, experience and qualifications to succeed and fulfil their potential. Bere Clinic School will work with parents and carers of young people to help them understand what career options are available.

Careers guidance will take account of the full range of relevant education, training and employment opportunities. It will inform young people about the ways employees with SEND are supported in the workplace, and how jobs can be adapted to fit a person's abilities.

Careers guidance will focus on a pupil's career aspirations and the post-16 options which are most likely to give the pupil a pathway into employment or HE.

### **Linking curriculum learning to careers**

Bere Clinic school will endeavor to encompass careers education and guidance into subjects across the curriculum. All teachers will be asked to support the career development of young people in their role and through their subject teaching.



Young people will be taught to understand how the subjects they study provide a sound basis for many careers, as well as how they can enrich and enhance their lives and prepare them for adult life in general. Careers and employability lessons will be embedded into the PSHE curriculum.

Young people will be informed that if they do not achieve a grade 4 or higher in GCSE Math and English by the end of KS4, they will be required to continue working towards this aim as part of their 16-19 study programme.

Bere Clinic School will engage with local employers, businesses and professional networks, inviting visiting speakers with whom young people can relate to.

Every half term young people will be offered at least one meaningful encounter with careers. These encounters may include:

- a. Careers events such as careers talks and/or careers fairs/ work experience - given our school context, these are likely to be facilitated online.
- b. External input from the Hampshire Future Careers Service.
- c. Group or 1:1 careers lessons with the dedicated careers lead, with specified careers pathways and exploration of careers options and next steps looked at for discharge.
- d. Practice mock interviews / CV and personal statement writing.
- e. Employer delivered employability workshops and enrichment days.
- f. UCAS preparation/further education/ apprenticeships / technical qualifications and work-based training providers.
- g. Outside speakers from business, organisations and apprenticeship providers.

### **Enabling encounters with employers and employees**

At Bere Clinic School, young people students will have the opportunity to hear from employers about work, career opportunities and the recruitment process. The school will invite guest speakers to attend either face-to face or virtually. In addition, young people will have the opportunity to attend events in the local area or online such as careers events and fairs.

The school will work with to develop strong links with local, regional and national employers, FE settings and Apprenticeships across all sectors to help young people obtain information on, and participate in academic and vocational subjects, T-levels, apprenticeships or employment.

### **Enabling encounters with further education (FE) and higher education (HE)**

Bere Clinic School will ensure all young people understand the requirement to remain in education or training until their 18th birthday and what this requirement means for them. The school will ensure young people are aware that this does not mean they need to stay in school, and that they may:



- Study full time in a school, college or with a training provider.
- Undertake an apprenticeship, traineeship, or supported internship.
- Work or volunteer 20 hours or more a week, combined with part-time accredited study.

The school will provide young people with a range of information and opportunities to learn about the academic and technical pathways for education, training, and career paths throughout their school life, to prevent last minute decision-making.

Every young person, where possible, will be provided with the opportunity to have a meaningful encounter with providers of educational opportunities, including sixth forms, colleges, universities and apprenticeships.

Young people will be encouraged to use information tools, such as websites and apps, which display information about opportunities, such as the National Careers Services [Find a Course](#).

Bere Clinic School will ensure that there are opportunities for providers to visit the school and speak to young people in Years 7 to 13 by maintaining connections with providers of FE, apprenticeships and employers, by arranging regular visits presentation and workshops.

### **Providing work experience**

Bere Clinic School is a tier 4 CYPMHS unit where young people are currently inpatients in an eating disorders hospital, many of whom are under section three of the Mental Health Act. Therefore, we acknowledge that their priority is to receive appropriate care and medical treatment whilst in our setting. Every individual will be at various states of medical and mental health recovery and whilst the ideal and statutory duty in mainstream education is to provide one weeks work experience placement in KS4 this is not something that we can guarantee to offer. Although we will endeavor to meet part of this using as much creativity as the mental health act and sectioning allow, it is not something that we can commit to.

The school will encourage young people to recognise a wide variety of workplaces, through online opportunities, external visitors, workshops or trips and support them to plan for, reflect upon, and learn from these experiences, but again this will be dependent upon their mental and physical health.

In line with the updated guidance from the DfE pupils in year 7-9 will where possible be provided with meaningful work experience activities, dependent on their care plans and consultations with MDT regarding their physical and mental health capacity. The new DfE's guidelines state the expectation of one weeks' worth of work experience activities for KS3 pupils and 1 weeks' worth of work experience placement for KS4 pupils (previously, the guidelines said pupils should have at least one experience of a workplace by the age of 16, and at least one further by age of 18, but did not specify length of time) However, as stated above this is not something that we can commit to offering for each young person and will be dependent on the individual's physical / mental health, leave conditions and level of sectioning to determine whether it is possible whilst they are at Bere Clinic School.

Pupils will have the opportunity to participate in either internal work experience or virtual work experience at Bere Clinic School through opportunities made available within the hospital such as Patient Advocate, organizing charity



events and through skills development programmes such as Barclays life Skills, Spring Pod, Allied healthcare or any other online resources that are appropriate.

### **Providing personal guidance**

All young people will be provided with opportunities for personal guidance interviews with a qualified independent careers adviser. Such interviews will take place by the time the young person reaches age 16, with the opportunity for a further interview by the age of 18.

Careers advisers working with young people with SEND will use the outcome and aspirations in the EHCP to focus discussions.

Careers advisers working with LAC or care leavers will use their personal education plan to focus discussions and build a relationship with them to better understand their individual needs.

### **Compliance with legal duties and statutory guidance**

Where someone has a complaint about the school's careers provision, such issues will be handled locally in accordance with the Bere Clinic School's Complaints Procedures Policy. All complaints will be easy to submit and considered impartially.

Under Section 42B of the Education Act 1997 and the Skills and Post-16 Education Act 2022, the school has a duty to provide young people in Years 8 to 13 with access to providers of post-14, post-16 and post-18 education and training.

Bere Clinic School will liaise with home-schools to ensure that each young person has the opportunity to receive additional information about approved technical qualifications and apprenticeships, enabling them to build a picture of the kind of training that may suit them best, ultimately reducing the risk of them dropping out of courses.

The school will ensure that provider visits are available to all young people in the relevant year group and will not do anything which may limit the ability of young people to attend.

### **Monitoring and review**

The Headteacher and careers leader will review this policy on an annual basis, taking into account the success of supporting young people in accessing post-16 education and training. The Headteacher will make any necessary changes to this policy and will communicate these to all members of staff.