

# Careers Policy



GLEBE HOUSE  
SCHOOL & NURSERY  
HUNSTANTON

***This policy was updated in September 2025.***

***Review is due for the beginning of September 2026.***

***All changes from previous documents and sections have been highlighted yellow.***

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*This policy initiated*

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*Policy written by*

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*Policy to be on a yearly basis.*

*(Delete if not applicable) This policy is currently under review*

## Change Log – for 2025/2026

This policy has been entirely rewritten

## 1. Statement of Intent

At [School Name], our careers provision aims to introduce children from an early age to the world of work, broaden their aspirations, and help them begin to understand their personal strengths, interests, and values. While we understand that formal career decisions are a long way off for our pupils, we believe in the importance of early exposure to the diverse possibilities life has to offer.

This policy is underpinned by:

- Sections 42A and 45A of the Education Act 1997
- The DfE Careers Guidance and Access for Education and Training Providers (2021)
- Equality Act 2010, ensuring careers provision is inclusive of all pupils
- The Children and Families Act 2014

We also use the Jigsaw PSHCE Programme as our core resource for personal development, which includes age-appropriate lessons on aspirations, goals, teamwork, and diversity of roles in society.

## 2. Aims of the Careers Programme

- To spark curiosity about the world of work from an early age.
- To develop children's self-awareness, confidence, and communication skills.
- To broaden pupils' understanding of roles in society, avoiding stereotypes.
- To link learning in school with real-life contexts and future opportunities.
- To ensure every child, regardless of background, can see themselves as capable of achieving success in a wide range of areas.

## 3. Legal and Statutory Framework

This policy is informed by and compliant with the following legislation and statutory guidance:

- Education Act 1997
- Education and Skills Act 2008
- Equality Act 2010
- Children and Families Act 2014
- Technical and Further Education Act 2017
- DfE Statutory Guidance (2021): Careers Guidance and Access for Education and Training Providers
- The School Information (England) (Amendment) Regulations 2018

## 4. Roles and Responsibilities

### Governing Board

- Ensure impartiality in the delivery of careers-related learning.
- Oversee the inclusion and accessibility of careers activities to all children.
- Monitor the implementation of the policy in line with statutory duties.

### Head

- Oversee the strategic development of the careers programme.
- Promote partnerships with local businesses, parents, and role models.
- Ensure all staff understand their role in careers-related learning.

### PSHCE/Subject Leads

- Integrate careers-related learning in line with the Jigsaw PSHCE programme.
- Highlight how subject knowledge and skills link to real-world applications.

### Teachers

- Deliver lessons that foster aspiration, curiosity, and an understanding of careers.
- Provide opportunities for children to reflect on their own strengths and interests.

### 5. Careers Curriculum Provision (Nursery – Div VIII)

Through Jigsaw PSHCE Programme:

Jigsaw's structured PSHCE curriculum includes relevant and progressive learning opportunities, such as:

- Celebrating Differences (valuing diversity of people and roles)
- Dreams and Goals (exploring ambitions and teamwork)
- Healthy Me (understanding roles that help and care for others)
- Relationships and Changing Me (building confidence, empathy, and decision-making skills)

#### In-School Careers Activities May Include:

- "What do you want to be?" themed days in Early Years
- Visits from parents and professionals to talk about their jobs
- Enterprise projects (e.g. mini-markets or fundraising events)
- Creative industry workshops (e.g. with artists, authors, digital creators)
- Use of fiction and non-fiction texts to explore occupations
- Trips to community hubs (fire station, local farm, library)

#### Annual Careers Week (Div III to Div VIII):

As a key outcome for pupils in Key Stage 2 and lower Key Stage 3, the school will run an annual Careers Week for pupils in Div III to Div VIII. This will include:

- Visiting speakers from a wide range of professions and backgrounds (including trades, STEM, arts, healthcare, business, entrepreneurship, and public services)
- Assemblies and workshops that allow children to ask questions and reflect on different career paths
- Follow-up activities in PSHCE lessons using Jigsaw resources to explore pupils' interests, aspirations, and responses to what they've learned
- Interactive displays and pupil-created work showcasing what careers interest them most

Care will be taken to ensure representation from a diverse group of speakers, promoting equality and inclusion, and challenging stereotypes around gender, ethnicity, ability, and socio-economic background in relation to work.

#### Cross-Curricular Links

- Maths: managing money, budgeting projects
- English: writing letters of application or CVs in Div VI to Div VIII
- Science: learning about STEM careers
- Art and Music: exploring careers in the creative industries

### 6. Addressing the Needs of Pupils

- Careers education will be age-appropriate and developmentally tailored to pupil maturity.
- All children will be encouraged to believe in their potential and understand that careers are not bound by gender, culture, or background.
- The school will ensure that all activities reflect the diversity of the community and wider society.
- SEND pupils will be supported in accessing and engaging with all opportunities.
- The school will actively challenge stereotyping and promote equality.

### 7. Monitoring and Review

- The Headteacher, PSHCE Lead, and Careers Lead will review the policy annually.

- Feedback will be gathered from staff and pupils on careers-related events and teaching.
- The impact of the careers curriculum will be monitored through:
  - Pupil voice activities
  - Reflection journals in PSHCE
  - Observations during events and workshops

### 8. Provider Access Statement

While the statutory provider access duty does not apply to pupils under Div VIII, Glebe House School welcomes enrichment partnerships with community groups and organisations that:

- Promote a wide and inclusive understanding of possible future careers
- Offer engaging, hands-on learning experiences
- Reflect our safeguarding and equality values

Organisations wishing to collaborate may contact the school office:

[ghsoffice@glebehouseschool.co.uk](mailto:ghsoffice@glebehouseschool.co.uk)

### 9. Equality and Inclusion

In line with the Equality Act 2010, careers education at [School Name] is inclusive of all pupils regardless of:

- Gender
- Race or ethnicity
- Religion or belief
- Disability or special educational needs
- Socioeconomic background

Our provision aims to ensure all children see themselves reflected in the world of work.

Here is the revised Careers Education Policy section with the addition of a Careers Week for Div III to Div VIII pupils: