



ROYAL HIGH
BATH

GDST
GIRLS' DAY SCHOOL TRUST

CAREERS EDUCATION AND GUIDANCE ('CEG')

Applicable to: All staff, students and parents.

Aims and Purpose of CEG:

1. A careers programme that addresses the needs of every girl and provides individual support to prepare them to make bold, informed choices at key points of transition.
2. To develop positive attitudes and open-mindedness in the students, enhancing their personal and social development towards a fulfilling career path.
3. To prepare each student for adult life and work by focusing on employability and adaptability through RSHE and work experience opportunities, equipping students with the skills needed to flourish in their future career.
4. To prepare each student for the Further or Higher Education course of their choice, or an alternative career pathway.
5. To enhance the partnership between the school, parents, alumnae, local businesses and the community.
6. To enable parents to participate in important decisions about their children's education.

Implementation:

There is a Head of Careers [Mrs Melanie Whalley] who ensures that students receive a programme of C.E.G. from Year 7 to Year 13.

1. Careers Education and Guidance is based on the following principles:
 - a. Impartial and confidential advice to students provided in-house by a Level 6 Qualified Careers Adviser.
 - b. Encouragement and opportunities for students to gain insight to and experience of a wide variety of careers. This can be delivered, for example, through the visits of guest speakers, access to GDST-organised Insight Days and virtual conferences/opportunities.
 - c. Opportunities to identify, reflect on and develop employability skills such as problem-solving, communication, self-management, teamwork, networking and creativity, both within and beyond the curriculum.
2. The Head of Careers is available for personal guidance sessions by appointment. The Head of Careers is also available to meet with parents.
3. There is no Careers Library because most resources are available on online, this includes the Morrisby online platform of careers resources, which all girls receive access to starting in Year 9.

Policies are reviewed annually in September and approved by Governors in the Autumn Term

4. There is a Careers Office within the Sixth Form Centre but which all Senior School girls can access.
5. Some of the Careers' programme is delivered through RSHE or assemblies and comprises the following:
 - a. Y7: Employability Skills
 - b. Y8: Enterprise
 - c. Y9: Employment Law and Career Exploration
 - d. Y10: Careers exploration and types of employment; Aligning skills and aptitudes to career choices
 - e. Y11: Options after GCSEs; Careers exploration
 - f. Y12: Work experience; Researching UCAS options from a careers perspective; Introduction to GDST networking resources
 - g. Y13: First job common mistakes; Gender pay gap; How to develop your career during university
6. Students in Year 12 are encouraged to undertake Work Experience during Activities Week or during the school holidays. The Head of Careers provides support on how to find work experience.
7. Personal guidance sessions: All are offered a personal guidance session during Year 12. Personal guidance sessions are encouraged during key points of transition (Year 9 option choices, Year 11 sixth form subject choices) and are available by request for any year group.
8. All students are offered a personal guidance session with the Careers Adviser during Summer term of Year 10 or Autumn term of Year 11.
9. Whole school or year group careers events are put on annually. These could include outside speakers or workshops based around a particular sector or employability skill.
10. The Head of Careers disseminates relevant information about careers electronically to the students.

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Career Pathway



Make your mark

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