
Careers Education, Information, Advice and Guidance Policy

FAST FORWARD is an DJ & Music Studies provision who caters for up to 70 students aged 11-18 years who attend on a different ratio of days a week. We cover NCC and Nottinghamshire schools/partnerships. The students exhibit a variety of complex educational, social, emotional and mental health difficulties, which have impeded personal developmental and educational success.

Some of the students have stated diagnoses. Some of our learners have visited a variety of Alternative Provisions or Schools prior to attending FAST FORWARD. They can arrive at FAST FORWARD very disengaged with education and home life.

Introduction

Careers Education, information, advice and guidance is given a high priority in preparing students for the opportunities and challenges of adult and working life.

CEIAG is seen as playing an important role in motivating our students and supporting them in this transition process – building Resilience/Confidence and Independence.

Students at FAST FORWARD can access CEIAG through a number of sources: specific Study curriculum, allocated time with Nottingham or Nottingham Futures Careers Guidance, Key Worker/Mentor allocated sessions and specific parent/staff review times.

The aims for CEIAG are in line with those recommended by the National Framework for CEIAG. Updated 2022.

The principle aims are that young people should be able to:

- understand themselves and the influences on them
- investigate opportunities in learning and work
- make and adjust plans to manage change and transition
- enjoy and show interest in the career choice and subject they want to explore

FAST FORWARD is committed to ensuring that the CEIAG advice students receives is:

- Includes information on a range of education or training options, including apprenticeship and other vocational pathways
- Impartial
- In the best interests of the students
- Meets the needs of the students
- Have Personalised Tutorials in line with Careers

FAST FORWARD has links with local employers, also having transitional links with Colleges within NCC and to support our learners to look at ideas and future career paths. Offer visits to local Music Technology departments and offer transitional days for the more vulnerable learners.

FAST FORWARD recognises that it has a statutory duty to secure independent careers guidance for all Year 8 to 11 students as outlined in (The Education Act 2011) In **July 2021** DfE updated its Statutory Guidance to schools on fulfilling their statutory duty and its guidance to FE Colleges: Careers guidance and access for education and training providers It builds heavily upon the Gatsby Benchmarks for “ Good Careers Guidance ”. [Statutory Duty and the Guidance from the DfE on Careers Education...](#)

31 August 2022 - 'Careers guidance and access for education and training providers' has been updated to reflect the changes to the careers legal duty that come into force on 1 **September 2022**. [Careers guidance and access for education and training providers - GOV.UK](#)
[\(www.gov.uk/www.qualityincareers.org.uk/ceiag-the-law-statutory-duty-and-statutory-guidance/\)](http://www.gov.uk/www.qualityincareers.org.uk/ceiag-the-law-statutory-duty-and-statutory-guidance/)

Aims:

Our aim is that all our students acquire the skills, knowledge and attitudes to manage their learning and career progression. We will support students in making informed decisions by providing access to differentiated, impartial and independent information and guidance about the range of post 16 pathways available to them. However, FAST FORWARD do not have the full resources to offer a full CEIAG, instead staff at the project signpost students to appropriate organisations and work closely with neighbouring colleges, CONFETTI College, to encourage transitions into work related courses for students to access. Tutors that teach within FAST FORWARD work within other FE Colleges and are able to give advice on career paths and information.

Responsibilities

- All staff have the responsibility to contribute to the overall career’s advice within FAST FORWARD.
- Directors have the overall responsibility for overseeing the Careers Education/Advice and Transition Provision and informing and updating multi-agencies and schools.
- Tutors are responsible for the delivery of careers education by embedding Careers into their subject area and contributing to the effectiveness of the overall programme.

Monitoring and evaluation

The Policy will be reviewed yearly and throughout the year, for additional resources and outreach support in Careers.

Staff Training

Staff be informed throughout the year by the Director or any events that are linked to Career Fairs and Online Training.

Written by Adele Meek (QA Consultant)
Updated by Scott Ballam
Approved by Director Steve Lee

18th September 2024 / Review 31st August 2025.

Policy reviewed in line with Government Changes and FAST FORWARD will be updated via QA reviews, internal inspections and advisories.