

## Southend Adult Community College Careers Education Strategy

### 1. Control of the document

The strategy will be controlled and maintained by the Senior Leadership Team of Southend Adult Community college (hereinafter referred to as SACC). All future updates sent to managers and published on the website. It is important that the latest version of the strategy is used.

<b>Responsibility</b>	<b>Senior Leadership Team &amp; Governing Body</b>
<b>Latest review date</b>	<b>December 2019</b>
<b>Next review date</b>	<b>December 2020</b>

### 2. Context

This strategy is in response to the Department for Education's publication of the National Careers Strategy (December 2017) and subsequent Statutory Guidance for Colleges (updated October 2018).

Southend Adult Community College (SACC) was awarded Matrix accreditation for its Information, Advice and Guidance provision in January 2019. The College is committed to the provision of good and impartial IAG that enables young people and adults to make informed choices about their next steps.

This strategy covers provision for all age groups including 14-16, 16-18, SEND (19-25) and 19+ adult learners.

### 3. Statement of Intent

By the end of their learner journey at SACC, our young people will be equipped with the tools, skills, confidence and competencies to confidently take their next step, be that further education, apprenticeship or employment.

### 4. Current Position

The Matrix review carried out in January 2019 identified the following strengths and areas for development:

#### Strengths

- The College demonstrates a full commitment to both equality and diversity and to safeguarding its learners, some of whom are from the most vulnerable sections of society. The commitment to safeguarding is led from senior management levels and ensures that staff refresh their knowledge of procedures every two years
- The College benefits from highly qualified IAG specialists (qualified to Level 6) providing a capable lead in the service and they are supported by the Registry team who are all trained to a minimum of level 2. The learner feedback on the service features a high response rate and is consistently positive in nature

- Community partnership work is a strong feature and includes collaborative work with the voluntary sector and statutory agencies; resulting in an impact that extends to a wide variety of learners including those affected by homelessness, domestic abuse, emotional trauma or those who speak English as a second or other language
- IAG advisors are committed to working impartially on behalf of all learners.

#### Areas for development

- A wider range of outcome measures could be included in self-assessment exercises to help evaluate the service and drive provision
- Internal processes could be strengthened with the introduction of observation and sampling of records to check for consistency
- Relationships with some community partners could benefit from a more proactive approach to planning activities and evaluation of impact by scheduling termly meetings between respective managers at senior level.

### **5. Aims**

The over-arching aims of this strategy are as follows:

- To empower young people and adults to see their self-value and appreciate their achievements and potential futures
- To encourage parental or carer engagement, both in terms of the progress their child is making and the parents'/ carers' own self-development
- To link careers provision to local labour market information across Southend and South Essex to better inform young people about future job trends in the area
- To develop employability skills in young people and adults (e.g. interpersonal skills, communication, team working, etc.)
- To meet the Gatsby Career Benchmarks by December 2020 in line with Careers Strategy requirements.

### **6. Roles and Responsibilities**

We believe that the college's Information, Advice and Guidance and Registry functions are key to achieving our strategic aims in this area. Our careers guidance service will:

- Provide current and potential learners with access to information, advice and guidance on education and careers in a variety of contexts
- Support the College's aim of embedding advice and guidance throughout the learner journey
- Work with partners and other agencies to develop work and learning opportunities.

Our learners will benefit from:

- Free 1:1 interviews with qualified and trained advisors who can offer comprehensive, confidential information and impartial advice about learning and work, as well as the local and national labour market
- An in-depth careers guidance interview for apprentices, learners who are seeking work and 14-18 year olds who are enrolled on a course at the college
- Information and advice on a range of extra support including childcare, funding and securing additional maths and English skills
- Being treated fairly with equality, respect and support
- Opportunities to feed back on the quality of the service provided.