

Castle Business & Enterprise College



Careers Programme Information

Careers Education and Guidance is part of our larger PSHE / Work Related programmes.

Students from year 7 onwards will follow a planned scheme of work delivered by form tutors and support staff. There will also be enhancement days where certain areas will be covered using outside agencies e.g. Careers Service.

All curriculum areas will be encouraged to relate their curricular provision to World of Work as and when appropriate as part of our Work Related Learning.

The Careers Co-ordinator can be contacted through:

- The school's telephone number 01922 710129 or
- By e-mail postbox@castle.walsall.sch.uk

The careers Co-ordinator is responsible for:

- The CEG Policy.
- The planning of the CEG Programme.
- The co-ordination of the CEG Programme.
- Supporting staff in the delivery of the CEG Programme.
- The review and evaluation of the CEG Programme.

All staff contribute to careers education and guidance through their roles as tutors, subject teachers, support teachers and management. The careers coordinator works closely with the Careers Advisor who provides specialist careers guidance.

The evaluation and impact of Careers Education Guidance is an integral part of the PSHE/Work Related Learning. This process will include:

- Lesson observations
- Meetings with Key Stage tutors as appropriate
- Meetings with Careers Advisor
- Feedback from outside agencies and adults other than teachers
Work Experience placements, Further Education Colleges
- Feedback from parents/carers through questionnaires, parents evenings etc.
- Feedback from students through class discussion

All the above information is reviewed on an annual basis.