

Careers guidance and access for education and training providers, September 2022

Two Page Summary of the 'Musts', Expectations' and 'Strong Recommendations!'

All students in school from year 7 to year 13; All students in college up to and including the age of 18; Students aged up to 25 with a current education, health and care plan in place		
"Careers guidance" means the full range of activity delivered under the eight Gatsby Benchmarks. There are further requirements listed in the guidance which providers should follow unless there is a good reason not to.		
Target Group or Key Category	Must: This is a legal requirement defined in the guidance. We have also included 'strongly recommend', 'required' and 'expected'	Resources that can help
Senior Leadership Teams and Governors	✓ The department expects all schools and colleges to use the internationally recognised Gatsby Benchmarks to develop a careers programme ✓ Must name the Careers Leader & publish their contact details on their website	The Gatsby Foundation Handbook The Careers & Enterprise Company Resource Directory Increasing number of Careers Hubs partnerships to support Gatsby Benchmarks progress
The Governing Body	Must make sure that independent careers guidance is provided to all 11- to- 18-year-olds (Years 7 -13) and students aged up to 25 with an education, health and care plan, and that it: ✓ Is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option ✓ includes information on the range of education or training options, including apprenticeships and technical education routes;	
Careers Leaders	✓ Expected: be trained (have the skills commitment) and have the backing from SLT ✓ Expected: have protected time to enable them carry out their role effectively	Understanding the Role of the Careers Leader CEC Free Training for Careers Leaders

		Advocates use of Compass + for tracking, monitoring and improving CEIAG services
	✓	
Schools and the Provider Access Duty: 'Baker Clause' Section 42B of the Education Act 1997	✓ Equality of Access: Schools and Colleges must comply with current duty and allow access to the full range of post 16 and 18 providers The only reason not to provide access to a particular type is if there is none within reasonable travelling distance. Unacceptable behaviour would include restricting invitations to selected groups of students or holding events outside of normal school hours. ✓ The policy statement must be published and should be made available on the school website ✓ A policy statement is expected to be published for each academy within a multi-academy trust which is reviewed annually ✓ All visits must be made available to all students in the applicable year group and the school must not do anything to limit pupils from attending. ✓ Schools and College must act impartially and not show bias towards any route, be that academic or technical. They should promote a full range of technical options. ✓ Schools must open their doors to other education and training providers, in line with their statutory responsibilities under the 'Baker Clause', putting in place a range of opportunities for providers of technical education and apprenticeships to talk to all year 8 to 13 pupils about their education or training offer ✓ Schools and colleges must explain technical education routes alongside academic routes and should not attempt to promote HE as a better or more favourable route than FE or apprenticeships	Careers & Enterprise Company's Enterprise Co-ordinators Further standards for compliance of this will be published in September 2021; Skills for Jobs CEC 'Can do Guide' for adapting practice for accessibility (digital resources) NCS 'Making the most of virtual jobfairs'
Pre 16 Work Experience and DBS	✓ Schools and colleges must decide whether adults working with pre-16 work experience students need to obtain a Disclosure Barring Service (DBS) certificate	Keeping Children Safe in Education

Raising the participation age	✓ Schools must make sure that students are clear about this requirement and what it means for them. In particular, they must be clear that students are not required to stay in school.	Moments of Choice
Quality in Careers Standard	✓ It is strongly recommended that all schools and colleges work towards a Quality in Careers Standard award which provides external validation and supports improvement of careers learning provision.	Quality in Careers Standard https://complete-careers.com/career-mark/
Colleges Matrix Standard	✓ Colleges are required to hold the Matrix Standard if they are in receipt of funding from the Education and Skills Funding Agency adult education budget	
Local authorities	✓ have a statutory duty to track the destinations for young people, and to identify and support young people who are not in education, employment and training. (NEETS)	Performance Tables
The Careers Programme	Must be published on school/ college website including: ✓ A summary of the Careers Programme, including details of how students, parents, teachers and employers may access information about the Careers Programme ✓ How the school or college measures and assesses the impact of the Careers Programme on students ✓ The date of the school's or college's next review of the information published	CDI Career Development Framework Longer Term Destination Measures

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