

Careers Policy, Programme, Strategy and Development Plan.

What are they and how do I prepare them?

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Session Outcomes

Context: There is plenty of statutory guidance, requirements, research and best practice guides surrounding careers, but a complete lack of consistency of what each are referring to.

By the end of this session participants will be able to:

- Understand the different meanings to the following words (in the context of career) often associated with 'A Stable Careers Programme' – 'policy', 'strategy', 'programme' and 'development plan'
- Understand what is required for each of these documents to help evidence the intent, implementation and impact of your careers programme
- Identify a best practice approach to developing and reviewing a Careers Policy

Point of Reference

Briefing Paper November 2019

Developing a careers policy: A
briefing for schools, special
schools and colleges

Anthony Barnes

Career Development Institute

[https://www.thecdi.net/write/Briefing_Paper -
Developing a Careers Policy -
Final.pdf](https://www.thecdi.net/write/Briefing_Paper_-_Developing_a_Careers_Policy_-_Final.pdf)

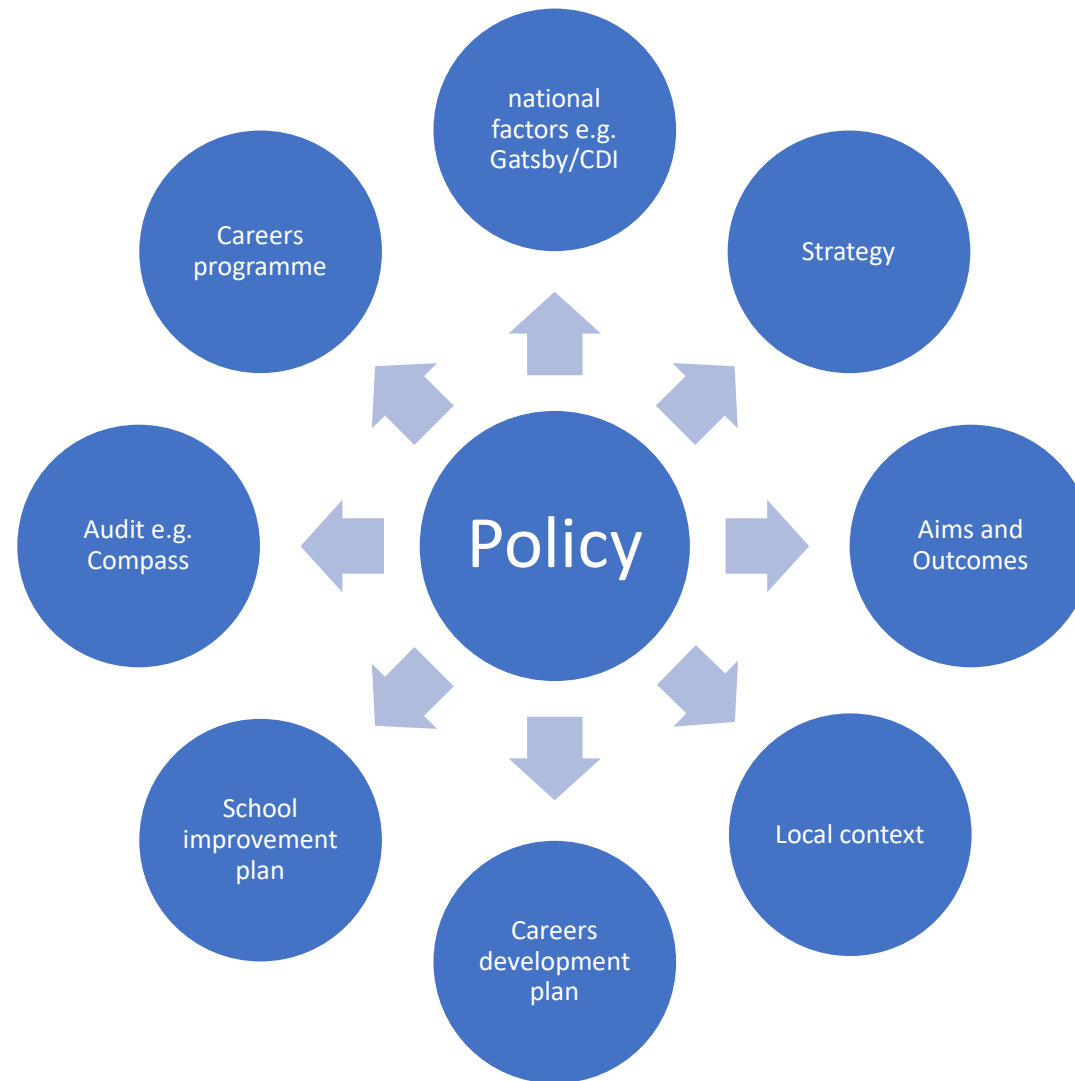


Definitions – Careers Policy

‘A careers policy is a concise statement of **the guiding principles** which underpin the school’s careers programme. It should cover five main areas:

- values and vision
- statutory requirements and expectations
- learner entitlement
- management and delivery
- engagement of stakeholders and partners.’

‘A careers policy underpins the school’s careers strategy and plans and should be linked to the school improvement/development plan. It is a reference point for the school’s annual self-assessment/self-evaluation review of the careers programme. The policy itself should be revised every two years.’



Definitions – Careers Strategy

‘The strategy is the top-level plan of action to achieve the intentions and goals of the policy and the priorities identified in the careers improvement plan.’

Definitions

Programme:

The careers programme provides the detail of the overall careers provision in the school to include careers education, information, advice, guidance and the contributions of others. It outlines how, where and when the careers policy and strategy are implemented.

Development Plan

The development plan details development areas from programme evaluation, as well as broader areas such as Gatsby progress, destination data and feedback from Quality in Careers assessment to inform continuous improvement. It should be linked to the organisation development plan.

Policy Checklist

- One of the 20+ support documents on the members' area of the Career Mark webpage
- Future proof
- Freely available to non Career Mark Community schools during Covid19 period



Three I's of Ofsted and Careers Documentation

Careers Strategy	Intent
Careers programme	Implementation
Careers Development Plan	Impact
Careers Programme	Outlines the Intent, how it is to be Implemented and how the Impact will be evaluated.

Thank you for Listening

Are there any questions

