



CEIAG STUDENT ENTITLEMENT

CRAVEN PUPIL REFERRAL SERVICE

THE SNAYGILL CENTRE
Keighley Road, Skipton, North Yorkshire, BD23 2QS

Student Entitlement

At Craven Pupil Referral Service each student is entitled to access **Careers Education, Information, Advice and Guidance (CEIAG)** throughout all Years which follows a planned programme of delivery in the form of discreet careers lessons, as part of an integrated learning programme delivered through subject areas, and extended learning opportunities.

The programme aims to enable learners to:

1. Develop themselves through careers, employability and enterprise education,
2. Learn about careers and the world of work,
3. Develop their career management and employability skills.

Learner Entitlement

Careers Education, Information, Advice and Guidance (CEIAG) activities delivered in school are:

- Independent, impartial and easily accessible learning opportunities which are student centred
- Part of a structured programme that delivers learning outcomes to meet the national quality standards in an integrated approach across all areas of the curriculum
- Supported by unbiased, up to date information
- Giving an opportunity to compete work related learning and enterprise activities, work experience, and gain knowledge of the wider Post 16 and 18 learning opportunities available
- Encouraging students to record their achievements and develop their range of skills
- Provided by appropriately qualified staff
- Enabling students to develop their career planning and decision making skills
- Set within defined limits of confidentiality
- Promoting equality of opportunity

Parent and Carers Entitlement

- Information is provided on essential decision making timescales and deadlines
- Information is provided on the full range of option choices at key transition points
- Advice is offered and Parents/ Carers are given access to a full range of unbiased information
- Opportunities are provided to discuss any issues or concerns at pupil progress meetings or individual guidance interviews

Students with Special Educational Needs Entitlement

- All students will receive advice and information suitable to their aspirations
- Options for further education and training will be discussed
- Each student supported by an Education Health Care Plan will be offered a guidance interview prior to an Annual review
- Access to a range of appropriately differentiated resources and face-to-face information, advice and guidance.

Updated: July 2017
Policy Review Cycle: