

## Careers, Education, Information, Advice and Guidance (CEIAG) at QMGS

Careers, Education, Information, Advice and Guidance (CEIAG) refers to the full programme of careers education supported by personalised information, advice and guidance tailored to the individual needs of the student. It equips students with the knowledge and skills that they need to make realistic and informed choices about their own progression through learning and work.

QMGS will inspire all its students to aim high and achieve to their full potential. As a school, we are committed to providing the right support and guidance to empower every student to make key decisions about their future.

To achieve this the school has continued with its partnership with the Careers and Enterprise Company (CEC) as part of Wave 2 of the Black Country Careers Hub. This is a collaborative partnership (which started in September 2019) to assist the school in making progress towards achieving the Gatsby benchmarks. As part of this partnership, the school has access to a support service and a range of resources to help achieve the Gatsby Benchmarks

Full information about the school's commitment to CEIAG can be found in the CEIAG policy [here](#):

### Key CEIAG Personnel at QMGS:

Link Governor responsible for CEIAG provision at QMGS is **Mr Richard Kirk**

Member of the Senior Leadership Team with CEIAG line management responsibilities is **Mr Graham Collins** (Assistant Head teacher).

The CEIAG Coordinator is **Mr Peter Sunley** (contact via [ceiag@qmgs.walsall.sch.uk](mailto:ceiag@qmgs.walsall.sch.uk) or 01922 720696)

Independent Careers Adviser for 2021-22 is **Mrs Viv Russell** (ESS-TEAM CIC)



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Approved by LGB:	tba	

### QMGS - CEIAG Programme 2021-22 [Draft] – Key Stage 3

Year Group	CEIAG in PSHE Lessons <i>(Delivered by Mrs McPhee)</i>	Off-timetable events	Form time	Assemblies and Careers Talks	Careers within the curriculum <i>(CEIAG related activities)</i>	Careers Advice and Guidance	Other
Y7	Themes covered: <ul style="list-style-type: none"> <li>- Building a CV</li> <li>- Introduction to interviews</li> <li>- Knowledge vs skills</li> </ul>	n/a	Unifrog and CEIAG activities as arranged	Visiting speakers will be arranged throughout the year for ad hoc assemblies and lunchtimes/pre-school  Alumni Careers Meets 2021-22 <i>(Programme tba)</i>	Subject departments offer a range of activities and experiences linked to CEIAG.	Careers Advisor at Parents Evening	Unifrog launch (Spring term)
Y8	Themes covered: <ul style="list-style-type: none"> <li>- Behaviours for the workplace and workplace culture</li> <li>- LAUNCH presentation by Andrew Bernard (Bernie) - motivation and aspiration</li> </ul>	n/a	Unifrog and CEIAG activities as arranged	Visiting speakers will be arranged throughout the year for ad hoc assemblies and lunchtimes/pre-school  Alumni Careers Meets 2021-22 <i>(Programme tba)</i>	Subject departments offer a range of activities and experiences linked to CEIAG.	Careers Advisor at Parents Evening	Unifrog launch (Spring term)
Y9	Themes covered: <ul style="list-style-type: none"> <li>- The journey to your career</li> </ul>	PROVISIONAL 'Take your son to work day' (Mar) – to coincide with NCW	Unifrog and CEIAG activities as arranged	Visiting speakers will be arranged throughout the year for ad hoc assemblies and lunchtimes/pre-school  Alumni Careers Meets 2021-22 <i>(Programme tba)</i>	Subject departments offer a range of activities and experiences linked to CEIAG.	Careers Advisor at Parents Evening	Unifrog launch (Autumn Term)

## QMGS - CEIAG Programme 2021-22 – Key Stage 4

Year Group	CEIAG in PSHE Lessons <i>(Delivered by Mrs McPhee)</i>	Off-timetable events	Form time	Assemblies and Careers Talks	Careers within the curriculum <i>(CEIAG related activities)</i>	Careers Advice and Guidance	Other
Y10	Themes covered: <ul style="list-style-type: none"> <li>- Social action</li> <li>- Writing a CV</li> </ul>	Y10 Alumni Careers Afternoon (July)	Unifrog and CEIAG activities as arranged	Visiting speakers will be arranged throughout the year for ad hoc assemblies and lunchtimes/pre-school  Alumni Careers Meets 2021-22 <i>(Programme tba)</i>	Subject departments offer a range of activities and experiences linked to CEIAG.	Careers Advisor at Parents Evening	Unifrog launch (Spring)
Y11	Themes covered: <ul style="list-style-type: none"> <li>- Building a positive online reputation</li> <li>- Communicating digitally in the world of work</li> <li>- Interview skills</li> </ul>	n/a	Unifrog and CEIAG activities as arranged	Visiting speakers will be arranged throughout the year for ad hoc assemblies and lunchtimes/pre-school  Alumni Careers Meets 2021-22 <i>(Programme tba)</i>	Subject departments offer a range of activities and experiences linked to CEIAG.	Careers Advisor at Parents Evening  Y11 SLT Interviews (Jan) and referrals to Careers Advisor.	Unifrog launch (Autumn)  Post-exams Virtual Workplace Experience Programme

## QMGS - CEIAG Programme 2021-22 – Key Stage 5

Year Group	Off-timetable events	Form time	Assemblies and Careers Talks	Careers within the curriculum <i>(CEIAG related activities)</i>	Careers Advice and Guidance	Other
Y12	Y12 HE Fair (Mar)  Y12 UCAS Day (July)	Regular Programme in Year assembly throughout the year of guest speakers from Employers and Higher Education Providers.  All sixth form welcome to attend: <ul style="list-style-type: none"> <li>- Alumni Careers Meets 2021-22 <i>(Programme tba)</i></li> <li>- <i>Careers Talks and events as arranged</i></li> </ul>		Subject departments offer a range of activities and experiences linked to CEIAG.  All pupils receive a regular bulletin from Mr Sunley on CEIAG related opportunities	Careers Advisor at Parents Evening  Y12 Careers Interviews All pupils to have a Careers Guidance/Next Steps interview with a trained and impartial careers advisor (Jun-July)	Y12 Futures Evening  Oxford step up programme  Y12 Workplace Experience Programme  Medicine and Oxbridge Preparation Events/MedSoc
Y13		Regular Programme in Year assembly/Form period throughout the year of guest speakers from Employers and Higher Education Providers.  All sixth form welcome to attend: <ul style="list-style-type: none"> <li>- Alumni Careers Meets 2021-22 <i>(Programme tba)</i></li> <li>- <i>Careers Talks and events as arranged</i></li> </ul>		Subject departments offer a range of activities and experiences linked to CEIAG.  All pupils receive a regular bulletin from Mr Sunley on CEIAG related opportunities	Careers Advisor at Parents Evening  Y13 Careers Interviews (Intervention/support)	Medicine and Oxbridge Preparation Events/MedSoc  Employability Workshops as arranged by CEEC funded Enterprise Advisor  Summer Internship Opportunities (Bright Network – July)