

Personal Guidance Strategy 21- 22

Personal guidance describes the one-to-one interactions which take place between a careers adviser and a young person. Within Benchmark 8 of the Gatsby report there is a requirement for schools and colleges to provide young people with access to personal guidance. This should be with a careers adviser who should be trained to a minimum of level 6.

The aim of our personal guidance is to enable students to develop:

- personal effectiveness e.g. self-awareness and self-esteem;
- career readiness e.g. career planning and decision making;
- educational outcomes e.g. improved attendance and attainment;
- a successful transition from school to the next stage of their lives.

Personal Guidance is provided by the Local Authority in a 30 minute guidance session prior to Annual Review Meetings to all students in years 11 and 14. To enhance our provision we have commissioned a qualified and experienced independent careers advisor (Margaret Jackson).

Margaret will work with students as outlined in the schedule below. Margaret will adapt the schedule to respond to the individual needs of students throughout the year. This schedule will be undertaken in line with and COVID secure practices necessary. Meetings may therefore take place remotely or virtually if appropriate.

Term	Schedule Specialist Careers Adviser Margaret Jackson
Autumn	Margaret will meet will all potential school leavers on a 1:1 basis for initial careers advice and guidance discussions. Margaret will provide notes and action points following these discussions.
	Margaret, where possible will meet with the parents/carers of all potential school leavers.
	Margaret will liaise with providers to explore provision, arrange visits/taster sessions and attend transition planning meetings as necessary.
	Margaret will meet the students within class groups to explore the range of post school options.
	Margaret will provide transition support, meet parents and liaise with LA's and social work teams as necessary. Margaret will keep school informed of the outcomes of these discussions.
Spring Term	Margaret will work with students in small groups to augment the careers education programme within school.
	Margaret will continue to meet with school leavers and provide transition support as required. Margaret will update career discussions notes and career action plans.
Summer Term	Margaret will meet with year 9 students and parents to begin discussion of post school options and to provide initial support and guidance. Margaret will provide notes of these discussions to the Phase Lead.
	Margaret will continue to provide transition support to the leaver's cohort and continue to provide progress updates to the careers lead
Ongoing	Margaret will liaise with the careers lead to review progress and discuss guidance and support needs of individual students.
	Margaret will meet with phase leads as required.
	Margaret will continue to work with students during the summer holidays to support transition.