



# ASPIRATIONS

## BANBURY ASPIRATIONS CAMPUS

(Wykham Park Academy & Futures Institute  
Banbury)

### Careers Guidance Policy

Version control	
Sept 2025	New Policy

<b>Date of next review:</b>	Sept 2026	<b>Owner:</b>	Principals
<b>Type of policy:</b>	Academy	<b>Approving Body:</b>	Regional Board

# 1. Introduction

Careers education, information, advice and guidance (CEIAG) at Wykham Park Academy plays a central role in preparing students for their futures. We aim to raise aspirations, support informed decision-making, and enable students to make successful transitions into further education, training, or employment.

Our programme is rooted in the Gatsby Benchmarks and the Baker Clause, ensuring students receive impartial guidance and exposure to all post-16 and post-18 pathways. This policy sets out how we manage access to providers and deliver a comprehensive, inclusive careers strategy.

## 2. Policy Statement and Provider Access

Wykham Park Academy is committed to providing opportunities for a range of education and training providers to access pupils in Years 8–13. These opportunities inform pupils about technical education qualifications, apprenticeships, and other routes.

This complies with:

- Section 42B of the Education Act 1997
- The Provider Access Legislation (January 2023)
- The Department for Education's "Baker Clause" (2021)

All students are entitled to:

- Understand the full range of education and training options at each transition point.
- Hear from a variety of local providers, including sixth forms, colleges, universities, and apprenticeship organisations.
- Learn how to access and apply for further and higher education or training.

## 3. Careers Vision and Strategic Objectives

Our Vision:

All students will be equipped to make aspirational, informed decisions about their futures. They will receive high-quality, impartial careers guidance and have multiple meaningful experiences with employers and providers.

Strategic Objectives:

- Lead a whole-school Careers Strategy aligned with the Gatsby Benchmarks.
- Ensure robust monitoring, evaluation, and continuous improvement of the careers

programme.

- Increase employer engagement across all key stages.
- Strengthen communications with students and parents to promote careers opportunities and updates.

## 4. Careers Delivery Model

By the time they leave school, the overwhelming majority of students at Wykham Park and Sixth Form have:

- Curriculum Integration: Careers education is embedded across English, Maths, Science, and Personal Development (PD) lessons. Schemes of Learning (SoL) explicitly reference careers links to highlight skills, real-world applications, and career opportunities.
- Employer Encounters: Students in all year groups engage in meaningful encounters with employers through PD sessions, educational visits, guest speaker events, and the Aspiration, Employability and Diploma (AED) programme in Year 12.
- Workplace Experiences: By the end of Year 11, the overwhelming majority have participated in at least one workplace experience. Years 12–13 students typically have multiple experiences, building employability skills and industry insight. Through partnership with Speakers for Schools, early workplace exposure will begin from Year 8.
- Post-16 & Post-18 Encounters: Students engage with Wykham Park Sixth Form and local colleges through visits, assemblies, and the annual Careers Fair.
- One-to-One Personal Guidance: By Year 11, students receive at least one (typically two) impartial careers interviews. By Year 13, they receive a minimum of two tailored sessions to explore career pathways and next steps.
- Apprenticeship Guidance: Students are well-informed about apprenticeships, including higher and degree-level options, through: 1:1 sessions, Google Classroom, school website, Facebook updates, and independent provider talks.
- Annual Careers Fair: Featuring over 20 organisations from FE/HE, apprenticeship providers, and employers—offering broad exposure to pathways.
- Access to LMI (Labour Market Information): Students are supported in accessing

up-to-date LMI to inform decisions, shared via assemblies, Google Classroom, and newsletters.

## 5. Provider Access Request Procedure

Education and training providers can request access to speak to students. These encounters may take place during:

- Assemblies
- Life and PD lessons
- Careers events
- Curriculum-linked activities

Requests should be sent to:

Mr S Sterland – Careers Lead

Email: [ssterland@wykhampark-aspirations.org](mailto:ssterland@wykhampark-aspirations.org)

Requests may be refused if:

- The need is already met elsewhere in the programme.
- Safeguarding cannot be assured.
- The content is not age-appropriate or relevant.
- There is a scheduling conflict.

## 6. Premises and Facilities

Wykhampark Academy will make appropriate rooms and facilities available, including:

- Assembly halls, classrooms, or conference spaces
- AV equipment and IT access if required

Providers may also be offered online engagements and space to leave promotional literature (e.g., in the library or on digital platforms). All safeguarding protocols will be followed, and visitors supervised by staff.

## 7. Management, Monitoring and Evaluation

The careers programme is led and managed by S Sterland and overseen by the Senior Leadership Team (SLT).

Termly Compass+ evaluations are conducted in collaboration with OxLEP to ensure Gatsby compliance.

The programme is reviewed annually and formally evaluated every three years, using feedback from students, staff, employers, and partners.

The most recent Compass evaluation (Term 6) shows 100% achievement of Gatsby Benchmark 1.

Evaluation tools include:

- Student and staff surveys
- Employer feedback
- Destination tracking and NEET analysis
- Internal and external audits (e.g., Trust-level reviews)

## 8. Communication

Careers information is regularly shared with stakeholders through:

- Google Classroom
- The school website
- Email bulletins
- School's Facebook page

This ensures ongoing engagement with students, parents/carers, and employers.

## 9. Complaints

Complaints about access or delivery should be directed to:

Mr S Sterland – [ssterland@wykhampark-aspirations.org](mailto:ssterland@wykhampark-aspirations.org)

Escalation will follow the school's complaints policy and may involve the Principal.