

Tarbiyyah Primary School

Careers Policy

Date: September 2026

Prepared by: Headteacher & Deputy Headteacher

Agreed with: Chair of Trustees

To be reviewed and updated: September 2027

Careers Policy

This policy is underpinned by Sections 42A and 45A of the Education Act 1997, and has due regard to the DfE's statutory guidance, 'Careers guidance and access for education and training providers', which was last updated in October 2018.

Aims

The main aims of careers provision at Tarbiyyah Primary School are to:

- Prepare pupils for life post-education.
- Develop an understanding of different career paths and challenge stereotypes.
- Develop an understanding of the differences between school and work.
- Inspire pupils to chase and achieve their dreams.
- Offer targeted support for vulnerable and disadvantaged young people.
- Instil a healthy attitude towards work.

Roles & Responsibilities

The trustees are responsible for:

- Ensuring that arrangements are in place to allow a range of education and training providers to access all pupils and inform them about approved technical education qualifications and apprenticeships.
- Ensuring that the independent careers guidance is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option.
- Ensuring that the guidance includes information on the range of education or training options, including apprenticeships and technical education routes.
- Ensuring the Careers Policy does not discriminate on any grounds, including but not limited to ethnicity/national origin, culture, religion, gender, disability or sexual orientation.
- Handling complaints regarding this policy as outlined in the school's **Complaints Policy**.
- Providing clear advice and guidance to the headteacher on which they can base a strategy for careers education and guidance which meets the school's legal requirements.

The Headteacher is responsible for:

- Managing the provision of careers information.
- Liaising with the appropriate organisations to implement and maintain effective careers guidance.

- Liaising with the SLT to plan careers education in the curriculum.
- Liaising with the SENCO, establishing, maintaining and developing links with employers, where possible.
- Providing pupils with effective careers guidance and supporting social mobility by improving opportunities for all young people.
- Using the Gatsby Benchmark of:
 - > Addressing the needs of each pupil
 - > Linking learning to careers
 - > Encouraging encounters with employers and employees
 - > Personal guidance
 - > Encounters with further & higher education
- To improve the school's careers provision and ensure compliance with legal duties, with an ultimate aim to meet all benchmarks, as appropriate to a primary school.
- Organising workshops for pupils and actively promoting the careers service in-house, presentation days, assemblies.
- Creating a learning environment that allows and encourages pupils to tackle real life challenges, manage risks and develop skills that can be applied to the workplace.
- To support social mobility, the school will work to raise pupils' aspirations and tackle stereotypical assumptions. Interventions will be used to tackle gender stereotypes; arrangements will be made for pupils to talk to employees who work in non-stereotypical jobs to raise awareness of the range of careers that STEM qualifications lead to.

Addressing the Needs of Pupils

1. The school's careers programme will aim to raise the aspirations of all pupils whilst being tailored to individual needs. The programme will inform pupils of the range of opportunities available to them, encouraging them to aim higher and make choices relevant to what they feel they can achieve.
2. All forms of stereotyping will be prohibited in the careers advice and guidance that is provided, to ensure pupils from all backgrounds, gender and diversity groups, and those with SEND, can consider the widest possible range of careers.
3. The school will ensure that visitors act as role models to inspire pupils and encourage aspirational aims.
4. Surveys will be conducted to find out individual pupils' aspirations. The results of the surveys will create careers guidance and experience that will be tailored to pupils needs based on their own aspirations and abilities.
5. The school will aim to build partnerships with businesses and other employers.

The Curriculum

1. The school will work to encompass careers education and guidance into subjects across the curriculum. All teachers will be asked to support the career development of young people in their role and through their subject teaching.
2. As part of various topics, the school will engage with local employers, businesses and professional networks, inviting visiting speakers, as appropriate.

Monitoring the Effectiveness of the Policy

The effectiveness of this policy will be reviewed every 2 years, or when the need arises, and the necessary recommendations for improvement will be made to the Trustees.