

Careers Policy

Careers Education, Information, Advice and Guidance (CEIAG) Policy

Baleares International College, Sa Porrassa



Baleares International College
Mallorca
an Orbital Education School

Approved by:	Alison Colwell	Date: 28 July 2025
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Introduction

Aims

At Balears International College, Sa Porrassa, our Careers Policy reflects our commitment to fostering an understanding of higher education and career opportunities among students. We aim to cultivate awareness of the world beyond the classroom and promote a sense of service within the broader community.

High-quality careers guidance is important for our students' futures and our provision aims to:

- Promote a culture of high aspirations, equality and equitable opportunity.
- Provide experience and a clear understanding of the working world
- Develop students' awareness of the variety of education, training and careers opportunities available to them
- Help students to understand routes to careers that they are interested in and to make informed choices about their next step in education or training
- Help students prepare for the workplace, by building self-development and career management skills

Collaborating with our dedicated Careers lead, Head of Sixth Form and Head of Secondary, the Careers Programme is devoted to providing ongoing careers advice and education to students in the Secondary School.

Careers Policy Guidelines

This policy covers the Careers Education, Information, Advice and Guidance (CEIAG) given to all students and is *based* on the Department for Education's (DfE's) statutory Careers guidance and access for education and training providers [Careers guidance and access for education and training providers - GOV.UK](#)

Careers guidance will:

- Present clear and impartial guidance.
- Ensure that all students in Years 1-13 have access to independent, accurate, and impartial careers information, advice, and guidance.
- Offer information on the full range of post-16 education and training options.
- Promote the best interests of all pupils enrolled at Balears International College, Sa Porrassa.

In May 2025, the DfE updated its careers guidance in line with the Government's careers strategy to ensure that all young people in secondary school receive a stable, structured programme of advice and guidance delivered by individuals with the appropriate skills and experience.

Careers guidance for schools, updated May 2025, is available at:

All members of staff are expected to be aware of this policy and understand the importance of Careers Education, Information, Advice and Guidance (CEIAG) in the education of students and promote these within their specialism.

It is important that students leave school aware of themselves as individuals with a clear understanding of the opportunities open to them and be equipped with the tools needed to make informed life decisions. They should have resilience to make the transition from fulltime education to the world beyond. It is these personal and social development characteristics that this policy will contribute to.

Objectives

Baleares International College careers programme aims to inform and encourage students to consider their career options and take steps to understand their choices and pathways. We provide careers guidance to students from Year 1 onwards. Our programme is *working towards* meeting the expectations outlined in the Gatsby Benchmarks <https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>

1. A stable careers programme with a careers' leader
2. Learning from career and labour market information
3. Addressing the needs of each student
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experience of workplaces
7. Encounters with further and higher education
8. Personal guidance

Update Gatsby Benchmarks Report 2024

<https://www.gatsbybenchmarks.org.uk/app/uploads/2024/11/good-career-guidance-the-next-10-years-report.pdf>

Key Components of the Policy

1. Career Guidance Services

- i. Access to career advisors will be provided to assist students in navigating their career planning.
- ii. Workshops with professional external careers mentors and specialists.
- iii. Opportunities for students to engage in career-related workshops and talks with professionals from diverse industries to enhance their understanding of various career paths.
- iv. Topics such as resume writing, interview preparation, and job search strategies will be covered in detail to ensure students are well-equipped for the job market.

- v. Assistance provided to find work experience in a variety of industries.

2. Career Education Programme

- i. Careers Education will be designed to meet students' specific needs, fostering early engagement with career planning.
- ii. Students will have access to up-to-date and relevant career information through our online platforms and school resources. Research and preparation will focus on essential skills like writing application letters and CVs.

3. Work Experience

- i. All students are encouraged to participate in work experience placements in fields of interest, with support provided to help them secure appropriate opportunities.
- ii. The program will facilitate communication between students and employers to ensure a smooth experience for all involved.

4. Partnerships

- i. We will actively seek to establish partnerships with parents, local businesses, and community organisations to enhance career education experience for our student

Conclusion

The Careers Policy is designed to empower students at Baleares International College to explore and prepare for their future careers. We are committed to delivering the resources, support, and guidance necessary for each student to succeed in their chosen pathway.

Implementation and Review

The Careers Policy will be reviewed biennially by the Principal and SLT to ensure its relevance and effectiveness in meeting the needs of our students.

Contact Information

For more information regarding the Careers Policy, please contact:

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