

## CAREERS ENGLAND WEBSITE ©

### CEIAG Case Study: The Coopers' Company & Coborn School (London Borough of Havering)

#### The School

Coopers' is a dynamic co-educational school for 1390 students in Upminster, Essex, with roots in the 16<sup>th</sup> century. The school's mission is to preserve its values, academic ambitions, traditional liberal curriculum and high quality provision in a new world order; extend and support the students, whilst embracing change, opportunity and commercial realities.

It enjoys an excellent reputation, high in national league tables for GCSE and A level results. Designated as having a religious character, the school welcomes students from all backgrounds and cultures.

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

Mrs Sam King is Head of Careers & Sixth Form Co-ordinator and reports directly to the Head Teacher, David Parry. The Careers department's primary reference is the Careers Education, Information, Advice & Guidance (CEIAG) policy, reviewed annually by the Head of Careers and the Governing Body, contributing to the whole-school annual review process. Sam created and developed the school's CEIAG programme.

Sam King holds the Certificate in Careers Guidance, with a plan to complete the Advanced Certificate in the near future.

#### Curriculum

The CEIAG curriculum is delivered by teachers, careers professionals, and external partners. Teachers deliver from pre-prepared learning resources packs devised and compiled by the Head of Careers, Head of Year and external careers guidance professionals (from Prospects Services). Teachers receive INSET to develop confidence with the resources, often with specialist input from Prospects and others, with supplementary, updated information and electronic resources forwarded by Sam King.

#### Key Principles

All students have a CEIAG entitlement. Delivery includes specialist sessions, experiential work experience (in Years 10 & 12), cross-curricular activities, extended provision and collapsed timetable events, e.g. *Beyond 18* day for all post-16 students.

Coopers' works very closely with partners to deliver current, relevant sessions, e.g. Year 12 collapsed timetable day devised and delivered with Prospects in September 2013.

In addition to the comprehensive CEIAG curriculum, the school has an independent, impartial Careers Adviser working with students, parents and carers. The local authority has commissioned Prospects to deliver impartial careers guidance, with appropriately qualified practitioners, procured through a borough-wide consortium model.

CEIAG provision at Coopers' mirrors the students' needs; up-to-date, current information can be accessed in a variety of media, e.g. paper-based, electronic, email, internet and one-to-ones. Sam King works closely with Heads of Years and Departments, and students can access the offer in a way that suits them best.

Parents/carers are actively involved in CEIAG; all are invited to attend their children's IAG interview and access events, e.g. annual *Beyond 18* evening where they can learn about the different pathways open to students, through presentations delivered by Sam King, HEIs, Prospects and other partner professionals. This follows immediately the students' collapsed timetable *Beyond 18* event.

## **External Liaison, Employer Engagement & Involving Alumni**

The school has developed a comprehensive partnership network with external partners and employers: e.g. HEIs, commercial organisations such as Credit Suisse, Deloitte, PwC, and small/medium employers.

Coopers' holds an annual careers convention for Year 9-13 students and parents, involving a range of employers and FE/HE institutions.

The school has recently established an alumni database called Future First. Since the launch the school has been able to invite several past students in to talk to current students about their career paths etc.

CEIAG resources, activities and impact are reviewed and evaluated by learners, teachers and external partners, which helps to develop the department and feeds into the wider reviewing process in the school.

## **Quality**

Coopers' is planning to evidence its exemplary provision and delivery by pursuing a quality award for CEIAG, possibly Investor in Careers.

The comprehensive, integrated careers, work-related learning and widening participation programmes give students sound underpinning knowledge, enabling them to make confident, informed decisions about their future learning and progress.

### **Contact Details:**

Mrs Sam King, Head of Careers; [skg@cooperscoborn.co.uk](mailto:skg@cooperscoborn.co.uk)

Jo Jack, Curriculum and Training Manager, Prospects Services;

[Jo.jack@prospects.co.uk](mailto:Jo.jack@prospects.co.uk)

(p) January 2015 update