

## CEIAG POLICY

### POLICY ESSENTIAL INFORMATION

<b>Title:</b>	Careers Education, Information, Advice and Guidance (CEIAG) Policy
<b>Identifier:</b>	CPA_3.3
<b>Date of Last Review:</b>	August 2020
<b>Status:</b>	Statutory
<b>Committee:</b>	Leadership
<b>Leadership Lead:</b>	Director of Entrepreneurship, Innovation and Environmentalism
<b>Review Process:</b>	Annually
<b>Location:</b>	Website
<b>Reviewed and approved:</b>	August 2020

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### Vision

All students have the research skills and knowledge to access a wide variety of information, advice and guidance, allowing them to make informed decisions to ensure they are successful lifelong learners at GEMS World Academy (GWA) and beyond.

### Aims

At GWA, our CEIAG provision will ensure that all students meet the [eight Gatsby benchmarks](#) for careers guidance:

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

This means ensuring that every student can:

- Understand what they can do to increase their chances of success at each stage of their education
- Develop the relevant employability skills to succeed at GWA and beyond
- Reflect on their own skills and weaknesses in order to set realistic, challenging targets for the future

## Curriculum

CEIAG is embedded throughout the Academy's curriculum in a variety of ways:

Grades	Delivered through Tutor time	Delivered through curriculum	Delivered through extra-curricular events
All years	<ul style="list-style-type: none"> <li>All students meet their Form Tutor regularly for a 1:1 meeting, in which they reflect on their progress, and set targets for the future</li> <li>Mentoring and guidance offered to students by the Director of Entrepreneurship, Innovation and Environmentalism (EIE ) to support entrepreneurial ventures and business ideas</li> <li>During form time, all students learn how to use relevant research tools to access relevant, targeted impartial information</li> <li><a href="#">GEMS</a> offers students the opportunity to gain work experience with over 100 partners (including apprenticeships, part time work, etc)</li> </ul>	<ul style="list-style-type: none"> <li>Students learn about different career pathways and roles through embedded lesson activities</li> <li>Students develop employability skills through integration of IB Learner Profile attributes</li> <li>Students develop their social and entrepreneurial mind-set through programs such as the Social Impact Challenge</li> <li>Students are exposed to industry experts through in-class and digital sessions on subjects of interest</li> </ul>	<ul style="list-style-type: none"> <li>Week Without Wall internships allow students to explore different careers linked to different subject fields</li> <li>The Entrepreneur Speaker Series offers a variety of talks to introduce student to the world of work and entrepreneurship</li> <li>Array of opportunities, such as mentoring and internships, that help give students an understanding of the working world</li> <li>Students visit workplaces and areas of interest to understand the variety of career options available to them</li> <li>Students are invited to participate in business and innovation competitions such as the Harvard Student Innovation, DIDI, UN Global Goals Competition and Expo 2020 with mentorship and support from EIE Director</li> </ul>
9 and 10	<ul style="list-style-type: none"> <li>Students receive guidance regarding subject choices and</li> </ul>	<ul style="list-style-type: none"> <li>Students continue to develop employability skills</li> </ul>	Events continue as in the lower grades, plus:

	<p>pathways in the Senior School</p>	<p>through integration of the IB Learner Profile attributes</p> <ul style="list-style-type: none"> <li>Students have access to the Dreamshapers digital entrepreneurship program to enrich their understanding of business and entrepreneurship</li> </ul>	<ul style="list-style-type: none"> <li>Grade 10 students all receive interviews with a university counselor to help select subjects that align with their university aspirations</li> <li>Open days and university visits and forums</li> <li>Access to the entrepreneurship lecture series consisting of professionals and academics regarding their research or a topic particularly pertinent to their work</li> <li>Through the existing agreement with the American University of Dubai (AUD), students have the opportunity to attend university level business and entrepreneurship courses</li> <li>Through existing agreement with Wamda, students have the opportunity to develop and receive mentorship from entrepreneurs and VC/ Investment leaders</li> </ul>
<p>11 and 12</p>	<ul style="list-style-type: none"> <li>As above, but with an increased focus on pathways of study after grades 11 and 12</li> <li>Introduction to key application tools such as UCAS, CommonApp and StudyLink</li> </ul>	<ul style="list-style-type: none"> <li>IBCP fully embeds career-related study as the centre of the course</li> <li>All IBCP students are offered internships</li> <li>Students have access to funding through corporate sponsored business/ entrepreneurship programs and competitions such as the Samsung Solve for Tomorrow</li> </ul>	<p>Events continue as in lower grades, plus:</p> <ul style="list-style-type: none"> <li>Students have access to a very wide array of open days, access courses etc</li> <li>Wide variety of employability masterclasses, guest speakers through the Speaker Series etc help enrich students' understanding of the working world</li> <li>CV, interview and application workshops are available with professional support</li> <li>Students have access to summer programs with AUD's business and entrepreneurship faculty</li> </ul>

		business innovation competition	<ul style="list-style-type: none"> <li>Access to industry conferences and events such as STEP Conference, Expo 2020</li> </ul>
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**Resources**

CEIAG increasingly takes place online, and the Academy is moving towards a paperless Careers Library, through our subscriptions to innovative services like Unifrog and [Oliv](#).

Student interactions are recorded on ManageBac to allow for whole school tracking against the Gatsby Benchmarks. Students will use a Careers Passport which will be introduced in Grade 6 and used as a central place for storing their targets for development, all the way through to Grade 12.

**Monitoring:**

Overall responsibility for monitoring CEIAG provision lies with the Director of Entrepreneurship, Innovation and Environmentalism. Directors of Learning are expected to contribute towards monitoring the embedding of CEIAG in their subject areas, as well as monitoring the quality of personal tutoring for staff whom they line manage.

## APPENDIX 1

### Information for Employers

GWA is committed to engaging with a wide range of employers, through assemblies, workshops, workplace visits, mentoring programmes and many other schemes.

### Point of Contact

Any employer interested in working with the Academy should contact the Careers Lead, Helen Al Uzaizi, Director of Entrepreneurship, Innovation and Environmentalism, in the first instance. She can be reached at [EIEDirector\\_gwa@gemsedu.com](mailto:EIEDirector_gwa@gemsedu.com).

### Criteria for visits

When assessing whether to work with an employer, the Academy will have reference to:

- The impact the opportunity will have on students
- What, if any disruption, the opportunity will have on teaching and learning

In addition, all employers must comply in full with the Academy's Safeguarding Policy (available on our website). Security clearance checks are not required for a one-off event, but any visitors will need to be escorted throughout the day. Security clearance checks will be needed for more sustained engagement with the Academy.

### Facilities and timetables

GEMS World Academy offers students time for career themed assemblies. These slots are 45 minutes per year group.

The Academy has state of the art facilities, including a The Hub (capacity of 150 students), auditorium for 600, planetarium for 70, several medium sized rooms for 50-60, and classrooms for 30. These can be used for employer engagement events, subject to availability. Each room has full IT facilities.