



LANCASTER UNIVERSITY  
SCHOOL OF MATHEMATICS

**Lancaster University**

**School of Mathematics**

Careers Guidance



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## 1.0. Introduction

The Rigby Education Trust (The Trust) and Lancaster University School of Mathematics (LUSoM) are committed to providing students with activities, information and opportunities which aid them in choosing a path for further education or employment that is right for each individual student.

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*'Our mission is to enable the most able mathematicians from all backgrounds to realise their potential within an inspiring, inclusive and supportive learning community'.*

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All students will have equal opportunities at LUSoM to access the activities and advice surrounding university and careers guidance.

The Rigby Education Trust understands its statutory duty to provide the students at LUSoM impartial advice given in the best interests of each student under the Education Act 2011 and the Education Act 1997, Section 42A and Section 45A. The careers guidance will include a range of education and training opportunities including university, apprenticeship and other vocational routes within different industries. However, it should be noted, due to the specialism of Mathematics at LUSoM and the high level of achievement predicted by the students, it is likely that many students will progress to mathematics or STEM based degree courses at highly selective universities.

Under the Education and Skills Act 2008, the Rigby Education Trust understands that they have a responsibility to inform the local authority support services of students who are vulnerable as to ending up not in education, employment or training (NEET).

## 2.0. Aims and Entitlement

Careers education at LUSoM will come from many different sources, with Lancaster University being a partner to the school, careers education and advice on university courses will be provided regularly to the students and integrated into the curriculum at LUSoM. Students will have direct access to careers information and resources through the Cardinal Newman College Careers Service and additional resources from the employability service and through individual departments at Lancaster University.

The purpose of the career's guidance is to inform the students at LUSoM of the opportunities to use their talents and interests to develop their skills and make choices to pursue these interests in a way which benefits their communities.



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*'Our vision is to provide an environment where an increasing number of world class mathematicians thrive and go on to contribute, through mathematics, to the productivity of the UK economy.'*

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The main aims of the career's guidance curriculum are to:

1. Develop the student's skills for employment, e.g., CV writing, interpersonal skills and time management.
2. Develop the student's understanding of the opportunities available to them in a wider context, through university, apprenticeships and beyond.

The careers guidance at LUSoM will follow the eight Gatsby Benchmarks and the school will work towards accreditation. These benchmarks help to indicate what a 'good' careers programme must accomplish to supply students with sufficient advice and guidance to make informed choices on their chosen career path. The Gatsby benchmarks are set out below:

1. A stable careers programme
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. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

These benchmarks will be met via the extensive careers resources of the partner institutions, Cardinal Newman College and Lancaster University, and through the delivery of the LUSoM Award.

LUSoM will fully comply with the developing proposals in the Skills and Post-16 Education Bill 2021, with all students being offered an encounter with providers of approved technical education qualifications and apprenticeships during their time at LUSoM.



### 3.0. Management and Delivery

The management of the careers guidance curriculum will be overseen by a Careers Coordinator. The Careers Coordinator will be selected from the Senior Leadership team with support from the Careers Manager at Cardinal Newman College and Lancaster University to develop and implement the careers guidance into the curriculum at LUSoM. The duties of the Careers Coordinator include:

- Developing the initial careers curriculum to be implemented into LUSoM and revisiting the details regularly
- Organising and facilitating contributions from outside sources, specifically leaders in certain industries, and aligning these with the Outreach Programme and LUSoM Award
- Liaising with each department, ensuring careers advice and guidance is integrated into the curriculum
- Ensuring that the careers advice that is presented to students covers a range of pathways and subject matters in an impartial manner
- Monitoring the effectiveness of the careers programme by establishing and monitoring key performance indicators, tracking student destinations and reporting to SLT and the Board of Trustees

Curriculum leaders/Heads of Department will integrate careers guidance and advice into the curriculum to show the relevance and importance of the subject within different industries. They will be responsible for:

- Ensuring that there is relevant and up-to-date information within the University and Careers centre within LUSoM, in which to refer the students
- Attending training to support the delivery of education guidance to students through the curriculum
- Setting aside a specified number of hours for outside individuals to come into LUSoM and present relevant careers and industry talks to the students, aligning these with the LUSoM Award
- Attending training relating to Continuing Professional Development (CPD), to ensure that they stay up to date with the relevant information and the newest advances within the field they are teaching



The Senior Leadership Team shall take an active interest within the Careers guidance and education of the Students at LUSoM. They will be responsible for:

- Allowing time within the curriculum of each subject to show the applications of the subject by allowing people within industry to come into LUSoM to give talks to the students
- Supporting the delivery of careers guidance both within the curriculum of each subject and as separate events
- Monitoring the delivery of the careers guidance within LUSoM, ensuring it is sufficient in its range of subjects, pathways and that independent and impartial input is included
- Monitoring the effectiveness of the careers programme through the Gatsby Benchmarks
- Allocating sufficient resources to deliver the careers programme and commissioning external expertise from the Trust partners or outside bodies

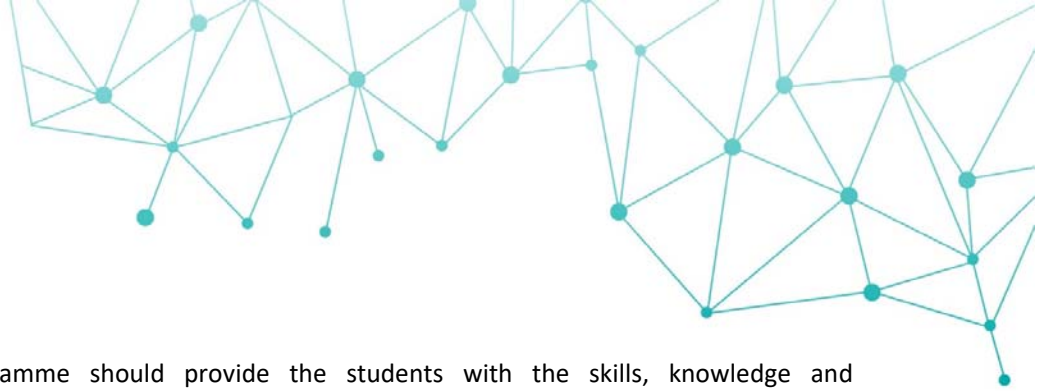
As the university partner to LUSoM, Lancaster University will offer some support to the careers guidance. Supplying talks to the students within classes and as part of the curriculum as well as having the opportunity for students to come in small groups to the careers and university engagement centre to talk to a university representative.

All students studying at LUSoM will have access to the Careers Service that is currently in place at Cardinal Newman College. This includes standard careers advice in addition to activities such as the Future Engineers Programme, employability toolkit talks, work experience and apprenticeship support etc.

The Board of Trustees should take an active interest within the careers education within LUSoM. They will:

- Maintain oversight of plans, policies and key performance indicators to ensure that the implementation of the careers guidance is high quality and delivering good outcomes for students
- Monitor the effectiveness of the careers programme through the Gatsby Benchmarks

The careers programme is key to the core values and aims of the trust and the school, to provide world class mathematicians a place to study so that they can go on to contribute to the UK economy. The programme will be designed to meet the needs of all the students who attend LUSoM and will develop as the world and industries do, to ensure the most accurate information is presented to the students.



The careers programme should provide the students with the skills, knowledge and understanding of the working world, and specifically the industry that they wish to pursue.

#### **4.0. Equality and Diversity**

The careers programme will be equally accessible to all students, regardless of their academic performance, race, beliefs, sexual orientation, or other idiosyncrasy. All students will be encouraged to follow their interests, strengths, and aspirations with the best interest of each student taken into account whilst undertaking the careers programme.

All students will be provided with the same opportunities and the careers programme will help to address stereotypes within the labour market and encourage under-represented groups within specific disciplines to pursue their interests.

Students with additional needs will be provided with tailored support from the SENCo and student services team.

#### **5.0. Work Experience**

All students will have the opportunity to complete a work experience placement in Year 12 and will be supported to secure suitable placements. Students will have access to Preparation for Placements resources and encouraged to reflect on their experiences post-placement.

All students will have access to opportunities for progression to Higher or Degree Apprenticeships at the end of Year 13.

#### **6.0. Further Guidance and Policies**

This policy refers to the following documents, which should be read in conjunction with this policy

- The Gatsby Benchmarks
- Education Act 2011, Part 4: Qualifications and the Curriculum: Careers Education and Guidance
- The Skills and Post-16 Education Bill 2021