

# Consultation on careers guidance for schools, sixth form colleges and further education institutions

## Consultation Response Form

The closing date is: 1 August 2012  
Your comments must reach us by that date.



Information provided in response to this consultation, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes, primarily the Freedom of Information Act 2000 and the Data Protection Act 1998.

If you want all, or any part, of your response to be treated as confidential, please explain why you consider it to be confidential.

If a request for disclosure of the information you have provided is received, your explanation about why you consider it to be confidential will be taken into account, but no assurance can be given that confidentiality can be maintained. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department will process your personal data (name and address and any other identifying material) in accordance with the Data Protection Act 1998, and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

**Please tick if you want us to keep your response confidential.**

Reason for confidentiality:

Name	Paul Chubb
Organisation (if applicable)	CAREERS ENGLAND
Address:	c/o The Boundary, 4 South View, Thrintoft, Northallerton, DL7 0PP (North Yorkshire)

If you have a query relating to the policy content or consultation process you can contact the DfE National Helpline on: 0370 000 2288 or via the Department's '[Contact us](#)' page or by emailing: [CareersGuidance.CONSULTATION@education.gsi.gov.uk](mailto:CareersGuidance.CONSULTATION@education.gsi.gov.uk)

If you have a query relating to the consultation process you can contact the Consultation Unit on:

Telephone: 0370 000 2288

e-mail: [consultation.unit@education.gsi.gov.uk](mailto:consultation.unit@education.gsi.gov.uk)

**Please choose one of the following options to best describe you as a respondent.**

<input type="checkbox"/> 11-18 School	<input type="checkbox"/> 11-16 School	<input type="checkbox"/> Academy
<input type="checkbox"/> Sixth Form College	<input type="checkbox"/> Further Education Institution	<input type="checkbox"/> School Representative Group
<input type="checkbox"/> Sixth Form College Representative Group	<input type="checkbox"/> Further Education Institution Representative Group	<input checked="" type="checkbox"/> Careers Representative Group
<input type="checkbox"/> Careers Professional	<input type="checkbox"/> Local Authority	<input type="checkbox"/> Student
<input type="checkbox"/> Parent	<input type="checkbox"/> Governor	<input type="checkbox"/> Employer
<input type="checkbox"/> Other		

Please Specify:

Careers England is a trade association, principally of the major employers in the careers information & guidance business world.

Please see [www.careersengland.org.uk](http://www.careersengland.org.uk)

**1 Should we extend the new duty on schools to secure independent, impartial careers guidance for their pupils, downwards to Year 8 (age 12-13), from September 2013?**

Yes

No

Not Sure

**Comments:**

For careers guidance to be effective for 16+ choices, all young people must be prepared through strong CEIAG provision from year 8 to gain the skills, knowledge and confidence to take control of their learning and work choices. They need to become 'career builders'.

With more options, routes and providers available at 14+ too, the earlier that students are preparing for such option choices the better.

RPA makes the earlier preparation even more important, as choices are increasingly more complex through the 14-19 phase (it is not simply what to study, but where, and why).

**2 Should we extend the new duty to secure independent, impartial careers guidance, upwards to young people aged 16-18 in schools, sixth form colleges and further education institutions, from September 2013?**

**Please Note:** If the consultation supports the extension of the new duty to 16-18 in schools, sixth form colleges and further education institutions, the Government will consider extending to other provision including Work-Based Education and Training. However this is out of scope for this consultation.

Yes

No

Not Sure

**Comments:**

Following on from above, these young 'career builders' should be supported by external specialist careers advisers (available to all students who choose to access them) who are knowledgeable and informed about the labour market – as well being free of any bias towards or against any route or provider of post 17/18/19 learning/work options.

Knowledgeable, specialist careers advisers - who are external to the school/SFC/FEC – will be focussed upon student need, not in any way biased by institutional pressures or ambitions.

There is bias and prejudice (amongst some, within some institutions) against some forms of HE provision, some Advanced FE and the work-based options in post 17/18/19. Students must have access to unbiased, independent specialist careers adviser support should they need or choose

it.

Whilst most FECs have highly professional Student Services teams, within which careers advisers work for the College (and the same may apply in a number of SFCs and Schools with 6<sup>th</sup> Forms), there are times and circumstances when the right thing to do by a student is to offer him/her access to an external specialist careers service with knowledge of all external options. This also applies particularly when a post 16 student is at risk of discontinuation from the school/college, where access to an external careers adviser can facilitate retention in another form of continued learning rather than 'dropping out'.

Student Services teams, which are internal to institutions, naturally act with the utmost integrity and our experience is that the better institutions value an external specialist highly as complementing their own internal provision.

England has a long history of harmonious partnership working between schools/colleges and external specialist careers advisers who are firmly rooted in the labour market – this would be reinforced by extending the duty.

### **3 What issues, if any, would arise for your institution from the requirement to provide access to independent careers guidance?**

Comments:

We advocate that preventing young people from dropping out is crucial. It is much harder for anyone to assist someone to return to participation having dropped out than to facilitate actions to move to another provider, and hence be retained in learning – leading to enhanced possibility of achievement and progression.

Therefore, there is another matter which DfE would need to address in extending the duty to cover 16-18 learners in schools/SFCs and FECs. This is the continuing duty upon Local Authorities to provide targeted support to those at risk of not participating in post 16 learning and the most vulnerable young people.

The lack of consistency amongst the 152 LAs in respect of how they discharge this continuing duty for 16/17 year olds is not helped by the lack of national guidelines from the Department to LAs. We recommend that guidance to LAs is reviewed, refreshed and strengthened. RPA reinforces the need for this, with LAs also charged with ensuring opportunity provision is planned to meet all need, including those at risk of dropping out after initially participating in post 16 provision. There are exemplars of good practice by LAs; these need to be gathered and shared more widely.

Every school, SFC and FEC will need to be clear on what their 'local' and 'feeder' (travel to learn area) LA/LAs are providing in order to build their internal and externally-secured provision upon this.

#### 4 Any other comments?

Comments:

Throughout the 13-19 phase, we advocate that all internal and external provision should be driven by quality matters:

1. The School/SFC/FEC internal provision should be developed and assessed against a quality framework – there are 14 CEIAG Quality Awards across England, all committed to secure national validation through the Quality in Careers Standard. Just as DfE has alerted all schools in the PRACTICAL GUIDE just published to these awards and to QiCS, we would recommend that this is restated if the duty is extended. Many schools/colleges are already holders of such awards.
2. The organisational provider 'secured' to deliver the external careers guidance should be accredited against the **matrix** Standard. This is the industry standard for information, advice & guidance on learning and work – and is a mandatory requirement for all providers of the National Careers Service. No post 16 learner should be offered external careers guidance by a provider who has not achieved **matrix** accreditation.
3. The careers adviser delivering the external careers guidance should be a specialist in CG with an appropriate qualification to QCF Level 6. No post 16 learner should be offered external careers guidance by a careers adviser who has not achieved QCF L6.

The new duty, once extended, should require institutions to ensure that the independent CG secured covers "all options, routes and providers of post 17/post 18 learning and work – Advanced FE, Work-Based Learning, Employment & Higher Education".

Links to the National Careers Service must be established by all institutions, not just with the helpline/website, but also with the provider of the NCS at local level – this will be crucial to assist those seeking progression at post 18 into further local options of continued learning and work.

In respect of young people with learning difficulties and disabilities, and the Section 139a duty upon LAs, as the Government seeks to move towards integrated education/health and care plans it will be crucial that specialist careers advisers play an integral part in 'person-centred reviews' and transition planning through the post 16 phase (up to 25 as appropriate). Only by bringing independent knowledge of options, routes and providers to these discussions will transition plans be truly driven by student need rather than any vested or limiting interest.

Whilst this consultation excludes post 16 learners in WBL, we would support a proposal to consult the WBL sector on how best to include WB learners in

the future.

Careers England's membership stands ready to support the Department should it feel we can assist in implementing these extensions to the duty successfully, and in addressing the additional matters we have outlined above.

Do contact me on [paul.chubb@careersengland.org.uk](mailto:paul.chubb@careersengland.org.uk) and 07976 575536

Thank you for taking the time to let us have your views. We do not intend to acknowledge individual responses unless you place an 'X' in the box below.

**Please acknowledge this reply x**

Here at the Department for Education we carry out our research on many different topics and consultations. As your views are valuable to us, would it be alright if we were to contact you again from time to time either for research or to send through consultation documents?

xYes  No

All DfE public consultations are required to conform to the following criteria within the Government Code of Practice on Consultation:

Criterion 1: Formal consultation should take place at a stage when there is scope to influence the policy outcome.

Criterion 2: Consultations should normally last for at least 12 weeks with consideration given to longer timescales where feasible and sensible.

Criterion 3: Consultation documents should be clear about the consultation process, what is being proposed, the scope to influence and the expected costs and benefits of the proposals.

Criterion 4: Consultation exercises should be designed to be accessible to, and clearly targeted at, those people the exercise is intended to reach.

Criterion 5: Keeping the burden of consultation to a minimum is essential if consultations are to be effective and if consultees' buy-in to the process is to be obtained.

Criterion 6: Consultation responses should be analysed carefully and clear feedback should be provided to participants following the consultation.

Criterion 7: Officials running consultations should seek guidance in how to run an effective consultation exercise and share what they have learned from the experience.

If you have any comments on how DfE consultations are conducted, please contact Carole Edge, DfE Consultation Co-ordinator, tel: 0370 000 2288 / email: [carole.edge@education.gsi.gov.uk](mailto:carole.edge@education.gsi.gov.uk)

**Thank you for taking time to respond to this consultation.**



Completed questionnaires and other responses should be sent to the address shown below by 1 August 2012

Send by post to: Public Communications Unit, Area 1C, Castle View House, East Lane, Runcorn, Cheshire, WA7 2GJ

Send by e-mail to: [CareersGuidance.CONULTATION@education.gsi.gov.uk](mailto:CareersGuidance.CONULTATION@education.gsi.gov.uk)