

Best IAG Practice

Case studies from two post-16 providers on their best practice in giving IAG to support young people's progression to university

Two case studies:

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Xaverian Careers Team

- Careers Manager
- Full time Careers Adviser (Job Share)
- Full time Employment Engagement Co-ordinator
- Full time Administration Assistant

Xaverian College Students

- 2000 students
- 60% are from widening participation backgrounds
- Around 30% are from ethnic minority backgrounds

Careers Provision for Students

- Individual student contact
- Careers Education programme
- Careers Library/on line resources
- Events/Speakers/Open day trips
- Weekly Careers news sheet
- Oxbridge Programme
- Advertise job/apprenticeship opportunities

Individual student contact

- **College Careers Adviser** -Drop In service – If I'm in my room I will always see a student.
- **Connexions** – 2 Personal Advisers who offer pre-bookable 30 min interview slots.

Careers Education Programme

- October Careers Induction (51 L6th groups)
Careers Library, on line Workbooks (3 levels), **post 18 options**, Careers Questionnaires and Connexions.
- November Introduction to careers matching computer programs
KUDOS, JED & **degree matching websites**.
- February CV writing & job websites/**Continue HE research work**.
- April **HE Resource Talk - HE Research and Finance**
- June **Personal Statement workshop**
- September **UCAS Apply workshop**.
- Xaverian Handbooks accompany HE workshops

Events/Open Day Trips

- Subject Specific Careers Talk Event – 40+ speakers
- Higher Education Day – 20+ HE Institutions
- HE Parents Evening
- Uni Open Day Trips – Leeds, Liverpool, Sheffield, Oxford & Cambridge
- Taster Days/Lectures/Assembly Speakers
- Oxbridge Mentoring Programme

Implementing an effective careers programme - considerations

- Careers Staffing –
Careers Adviser v traditional Careers Teacher /Tutors?
- Disseminate careers information via careers lessons (approximately 300 delivered per year).
- Allow students to access staff/resources when they want to
- Regular contact through lessons ensures students are familiar with careers staff
- Personal Tutors attend careers lessons and take part in training workshops during INSET days

Key messages for successful HE progression

- Introduce HE information gradually throughout the careers programme
- Provide information on previous students' achievements to inspire
- Use Widening participation initiatives
- Discuss the financial implications of HE with students and explain how it can be viable
- Emphasising the importance of making realistic UCAS choices
- On line student subject reviews – students encouraged to confirm their predicted grades

Measuring success

- Over 90% of our students apply to HE
- Vast majority receive one offer or more
- 40% receive offers from top universities
- Of those entering HE, 67% were from WP backgrounds
- Careers programme is evaluated annually and receives very positive responses

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Questions?