

# Statement of Service

## Careers

**Excellent careers guidance makes sure there is equality of opportunity. It unlocks potential and transforms outcomes for people of all ages.**

At Runshaw College we provide a fully embedded programme of career education and guidance and strive to ensure it is understood by all stakeholders including students, parents/carers, staff, governors and employers.

All students and their parents/carers will have access to high quality information about future study options and labour market opportunities. Support from professionally trained advisers will be available to ensure this information is used effectively as part of the career planning process.

**We aim to ensure everyone has access to the right advice, in the right place at the right time!**

- As our students will have different career guidance needs at different stages, opportunities for this support will be tailored to the needs of each individual student. Equality and diversity will be considered throughout when designing and implementing the career focussed activities within the college.
- Teaching staff from all subject areas aim to link curriculum learning with careers, encouraging students to identify the significance of different subjects to a number of career options. This will include science, technology, engineering and maths (STEM) teachers who will strive to highlight the relevance of STEM subjects for wide range of future career paths.
- Every student studying at the college will have multiple opportunities to learn from employers about work, employment and the skills valued in the workplace. This may be through a range of activities including guest speakers (external and internal), information stands, mock job interviews and cross college careers events.
- Every student should have first-hand experiences of the work place through work visits, work shadowing, work experience and volunteering to support their exploration of career opportunities and develop their networks.
- All students should understand the full range of learning opportunities that are available to them. This includes both academic and vocational routes, including learning in colleges, universities and in the workplace.

**Every student will have opportunities for guidance interviews with a careers adviser (who is trained to the appropriate level). These will be available whenever significant study or career choices are being made.**

The Runshaw College Careers Programme is based on the Gatsby Benchmarks – the Government framework for best practice in careers. In addition, we hold the national Matrix Quality Standard for Information, Advice and Guidance.

**Careers Contacts:**

Careers, Education, Information, Advice and Guidance  
Coordinator  
Catherine Garstang  
01772 622677  
careersteam@runshaw.ac.uk

Careers Lead – Head of Student Services  
Camilla Gregory  
01772 622677  
chapman.c@runshaw.ac.uk

Employer Relationships Manager  
Jane Vout  
01772 622677  
vout.j@runshaw.ac.uk

Head of Studies Apprenticeships  
Meg Bamber  
01772 622677  
bamber.m@runshaw.ac.uk

Careers Link Governor  
Louise Myers