

Riverside College / Cronton Sixth Form College is dedicated to delivering outstanding, comprehensive, and impartial Careers Education, Information, Advice and Guidance (CEIAG), underpinned by the Gatsby Benchmarks. We are committed to raising aspirations and equipping students with the behaviours, knowledge and skills needed to become confident career planners who make well informed decisions about their learning, employment, and future life goals. CEIAG is embedded throughout every stage of the learner journey; from pre entry information provided to high schools and guidance on post 16 pathways, to careers education delivered through the curriculum, tutorials, and ongoing progression support. Students have continuous access to impartial information, advice and guidance both during their studies and when planning their next steps. Riverside College holds the Matrix Standard for its high quality delivery of Information, Advice and Guidance (IAG). A team of professional, qualified, and impartial advisers provides a wide range of IAG services to support students effectively. This programme outlines the IAG offer available to students and maps all activity against the Gatsby Benchmarks.

The programme remains flexible to ensure it meets the diverse needs of students across different levels.

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each young person
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

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Careers Information and Resources - Students have access to up to date information and resources to inform decision making through the following															
Student Information Resources - The College prospectus, college website, curriculum literature and ASPIRE workbooks provide students and prospective applicants with key information about the college, its courses, support services, work experience opportunities, apprenticeship pathways, and personal development programmes.	School Liaison Team, Marketing Team, Specialist Pastoral Tutors and Curriculum Tutors	1, 2, 3, 4		x	x	x	x	x	x	x	x	x	x	x	x
Online Resources - Students have access to, and are signposted towards, a wide range of online resources including the College website (ACE page), the National Careers Service, the National Apprenticeship Service, the National Citizen Service, UCAS, BeMore, the LCR Careers Hub, university websites, Student Finance England, and employer and voluntary organisation platforms.	Careers Team and Specialist Pastoral Tutors	2, 3, 7, 8			x	x	x	x	x	x	x	x	x	x	
Unifrog - Students have full access to an online career and destinations platform designed to help students explore future pathways, make informed decisions, and create strong applications for university, apprenticeships, and employment. It brings all careers, courses, and progression information into one place, making it easier for students, teachers, and parents to navigate the full careers education journey.	Careers Team and Specialist Pastoral Tutors	1, 2, 3, 4, 5, 7			x	x	x	x	x	x	x	x	x	x	
Specific Career Resources - Careers team develop specific resources to be delivered to students and parents. This includes the adult education student who study Access / Higher Education and apprentices at the college	Careers Team and Specialist Pastoral Tutors	1, 2, 3, 4, 7, 8			x	x	x	x	x	x	x	x	x	x	
Parent Careers Events - The careers team deliver a number of careers events to inform parents regarding the following topics; What's next?, Student Finance, Alternative to Higher Education and provide access to college's career fairs.	Careers Team	2, 3, 4, 7, 8					x				x	x		x	
Careers Advice and Guidance - All students have access to impartial careers information, advice and guidance															
Careers Guidance Interviews - All students have access to a qualified Level 6 Careers Adviser, employed by the college, who is available for both booked appointments and drop in support. The college also employs a Level 4 Careers Adviser to provide additional guidance services.	Careers Team	1, 2, 3, 4, 7, 8		x	x	x	x	x	x	x	x	x	x	x	x
1:1 Appointments - All students can create their own self referral or be referred by a member of staff for support with CV writing, Job / Apprenticeship Search, Interview skills and techniques	Careers Team	1, 2, 3, 4, 7, 8		x	x	x	x	x	x	x	x	x	x	x	x
Careers Fairs - All students have access to our careers fairs, where they can gain valuable insights into their next steps from universities, apprenticeship providers, and employers.	Careers Team and External Visitors	1, 2, 3, 4, 5, 7, 8									x	x			
Enrolment, Induction and Progression - All students have access to qualified careers advisors to ensure students are on or going onto the right course to support their career aims.	Careers Team	1, 2, 3, 4, 7, 8		x	x	x						x	x		

Open Evenings/Days - All prospective students have the opportunity to attend the college's open evenings and open days to learn about what each course involves, the possible progression routes, and the types of careers available within their chosen curriculum area.	Curriculum Tutors and School Liaison Team	1, 2, 3, 4, 7, 8				X	X						X		
Y10 Sampling and New Student Days - All prospective students from local high schools within our catchment area are invited to attend a one day sampling event at the college, where they can explore different subject areas and learn about the potential career pathways linked to each option. In addition, all applicants who receive a conditional offer are invited to a New Student Day, giving them the opportunity to explore their chosen course in greater depth and to ensure it aligns with their interests, abilities, and long term career plans.	Curriculum Tutors and School Liaison Team	1, 2, 3, 4, 7, 8												X	X
Staff - staff who deliver our careers programme															
Careers Leader: Liam Clark, Head of Student Services for Vocation Students, Cronton Sixth Form College - liam.clark@riversidecollege.ac.uk															
SMT with Careers Responsibility: Leeann Bellfield, Vice Principal & Head of Cronton Sixth Form College - leeann.bellfield@riversidecollege.ac.uk															
Governor with Careers Responsibility: Andrew Parkinson - andrew.parkinson@riversidecollege.ac.uk															
Level 6 Careers Advisor: Colleen Smith, Careers Advisor - colleen.smith@riversidecollege.ac.uk															
Level 4 Careers Advisor: Anthony Bulmer, Advice and Guidance Officer - anthony.bulmer@riversidecollege.ac.uk															
Careers Administrator: Mia Waugh, Careers Administrator Apprentice - mia.waugh@riversidecollege.ac.uk															
School Liaison: Melissa Turk, Head of Marketing and School Liaison - melissa.turk@riversidecollege.ac.uk															
Apprenticeship: Alison Barker, Programme Manager - Apprenticeships, alison.barker@riversidecollege.ac.uk															
Work Placement Team: Abbie Edmonds, abbie.edmond@riversidecollege.ac.uk / Emma Caldwell, emma.caldwell@riversidecollege.ac.uk / Erin Story, erin.story@riversidecollege.ac.uk / Jayne Barnes, jayne.barnes@riversidecollege.ac.uk / Sandra Brown, sandra.brown@riversidecollege.ac.uk															
Specialist Pastoral Tutor's: Riverside: Donna Elston, Head of Student Services, Riverside College, donna.elston@riversidecollege.ac.uk / Cronton Vocational : Liam Clark, Head of Student Services for Vocation Students, Cronton Sixth Form College - liam.clark@riversidecollege.ac.uk / Croton A-Level : Gemma Stephens, Head of Student Services for A-Level, Cronton Sixth Form College, gemma.stephens@riversidecollege.ac.uk															