

SWRAC13 CAREERS EDUCATION, INFORMATION, ADVICE AND GUIDANCE SERVICE STATEMENT



Statement of Service

Introduction

South West Regional Assessment Centre (SWRAC) provides impartial and accessible careers education, advice, and guidance.

Our service is designed to prepare students for their next stage in life by developing skills, building confidence, exploring different career pathways and increasing motivation.

Our service adheres to the CDI Code of Ethics and the Matrix Quality Standard.

Aims

We aim to:

- Build confidence in all stakeholders.
- Help students identify their goals.
- Motivate and inspire students.
- Inform students about the full range of education, training, and employment opportunities.
- Promote the best interests of students.
- Deliver services in an impartial manner.
- Provide meaningful experiences within workplaces and professional environments.
- Embed careers education and guidance across curriculum delivery.
- Ensure inclusivity and equal access for all students.
- Encourage parental involvement.
- Offer tailored resources to support learners.

What We Provide

- Advice on personal development.
- Guidance on career and job options.
- Information on apprenticeships, college courses, higher education, and training opportunities.
- Support for Preparing for Adulthood outcomes (independence, employment, community, health, wellbeing).
- Identification of additional learning opportunities.
- Signposting to external IAG services if specialist support is required.
- Information on safeguarding and equality & diversity.
- Access to real workplaces and high-quality work experience.

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Our Commitment

Professional and Knowledgeable Staff

Our staff are trained and supported to deliver expert services. All CEIAG staff are members of the CDI and receive appropriate training to maintain the highest standards.

Effective Connections

We ensure clear links between different services and support smooth transitions between them.

Quality and Delivery

Our services respond to the needs of stakeholders and reflect local, regional, national, and sector priorities.

Diversity and Inclusivity

We reflect and respect the diverse needs of students and stakeholders.

Impartiality

We support informed decision-making without bias.

Responsiveness

Our services adapt to the present and future needs of learners and stakeholders.

Friendly and Welcoming Approach

We provide a supportive environment that encourages confidence and comfort.

Empowerment

We encourage students to access and use information independently to plan their careers.

Awareness

Students and stakeholders are made aware of relevant services and what to expect.

Confidentiality

All information is treated confidentially, with clarity about what will be recorded or shared.

Continuous Improvement

We actively seek feedback to monitor and improve service effectiveness.

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Core Values

- Collaborative working with the voluntary sector, community groups, and employers.
- Belief in education as a driver for community cohesion.
- Commitment to supporting SEND and hard-to-reach learners to achieve their aspirations.
- A team ethos, valuing diversity and individual contributions.
- Placing students at the heart of decision-making.
- Striving for excellence in all we do.
- Supporting staff to embed careers education meaningfully within the curriculum.