

International School of Creative Arts

# **Progression Policy: Careers Education Information Advice and Guidance**

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## Control Page

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## **A. Rationale**

Progression, Careers Education, Information, Advice and Guidance (PCEIAG) is an integral part at International School of Creative Arts (ISCA). Known within the school as Progression, particular emphasis is placed on progression and supporting students towards their academic, creative and career goals through both internal and external careers support.

## **B. Aims**

- To help students learn to understand themselves and develop their capabilities
- To develop an understanding of the range of opportunities available at 15+, 16+ and 18+
- To raise students' self-esteem and encourage them to have high aspirations which allow them to achieve economic well-being
- To support students in making informed and realistic career decisions
- To help students manage transitions school to higher education and into work

## **C. Progression Overview**

ISCA graduates enjoy an excellent progression success rate of 100% to top art and design colleges in the world. Tutors at ISCA support and advise students on further education choices, guiding them in the creation of high quality, exciting portfolios relevant to their subject area. Regular critiques and interview practice sessions ensure that students are well-prepared and able to discuss their work confidently. This dual approach means that students understand the requirements of how to make a strong and competitive application to their chosen course. In their second year of study, students attend regular progression and portfolio tutorials, which form an integral part of the ISCA curriculum.

## **D. Preparing Students for Progression**

### 1. Creative Practice Programme (CPP) September to March

CPP is an exclusive programme offered by Central Saint Martins (CSM) to all ISCA students.

Students studying in Year 2 of the A Level programme or on the Portfolio programme attend CPP at Central Saint Martins in London. On this one-day-per-week course, students complete projects across a range of art and design disciplines. It gives students an invaluable insight and experience of the expectations of higher education study. CPP is recognised as the first part of FAD Plus.

### 2. Progression tutors

Each student is assigned a progression tutor who supports the student in selecting courses and universities for their applications. Progression tutors are assigned by subject specialisms so students can draw on their tutor's extensive expertise and knowledge of degree courses offered in their chosen subject area.

A summary course guide of the most relevant art and design degree courses and universities in the UK and abroad is available for tutors and students to reference course contents and entry criteria.

Regular briefings are held to ensure that students fully understand their progression schedule.

Progression tutors conduct a minimum of three progression tutorials during the autumn term to ensure that students are thoroughly counselled about their course choices before finalising their UCAS application or applications to institutions abroad.

In addition, students attend timetabled sessions to complete their UCAS applications supported and monitored by the Progression Manager who oversees the completion of personal statements.

Students who decide to apply outside of the UK are individually supported with their applications for their chosen institution.

At the beginning of December, students finalise their university choices and both student and progression tutor complete the UCAS sign off sheet to confirm which courses will be entered on the UCAS applications.

Students finalise their formal UCAS applications at the end of the autumn term. Applications are then checked for accuracy by dedicated staff and tutor references added.

All applications are submitted by the UCAS deadline.

During the Christmas holidays, students and parents receive further information about progression and next steps for the spring term by email.

### 3. Portfolio preparation

A large part of the autumn and spring terms are dedicated to portfolio development for university admission with regular weekend tutorials scheduled to ensure that all students are well prepared for portfolio submissions.

Mock interviews are conducted to support students in case they are required to attend an interview as part of the university admissions process.

It should be noted that ISCA students who are applying outside of UAL are usually considered for direct entry to degree courses without the need to attend a one-year Foundation course, the standard requirement for students applying from A Level to art and design degree courses in the UK.

### 4. Portfolio review at UK universities (non-UAL)

Once students receive their portfolio review dates from universities, progression tutors ensure that portfolios are completed in time and the work included is appropriate for the course applied for.

All portfolios are signed off by progression tutors once they have been completed.

### 5. Progression to University of the Arts London (UAL)

On successful completion of CSM CPP in February, students can:

- apply for the CSM FAD Plus programme, which runs from June to September. This is an intensive, full-time programme of study that results in a foundation in art and design award.
- submit their portfolio for review for one of UAL's many degree courses. If accepted on to a UAL degree course, conditional offers are made by UAL

admissions tutors on the understanding that students will attend FAD+ prior to commencing the undergraduate course.

6. Accepting offers of a place:

ISCA staff support and monitor students to ensure that they accept their chosen places before the deadline and provide any information universities may need to confirm their offer.

A UAL member of staff from their expert UKVI team conducts a visa workshop session to explain and support ISCA students with their visa applications to UAL.

ISCA continues to support any student who is unable to take up their first choice place because they did not achieve the appropriate grades or English Language requirements.

### **E. Progression, Careers Education, Information, Advice and Guidance Resources**

ISCA recognises that as a specialist creative arts school, it should not limit student horizons but rather expand them, making sure that pupils have a broad view of the careers options open to them.

Therefore, the careers guidance at ISCA covers a broad range of the opportunities which are available in wider society. ISCA enables students to understand how their creative arts skills and knowledge learnt at the school are transferable into many wider society professions through the following examples:

- Work experience related activities/ workshops (if eligible)
- Talks from various professionals
- Careers literature
- Independent careers advice in person/ online
- Progression embedded into the curriculum
- Participate in visits to University Open Days
- Visual Progression Charts
- Visits to the UCAS fair

The above ensures ISCA meets its obligations to enable pupils to make informed choices from among the different sorts of careers that can be available to school leavers generally.