

## **E-CAREER GUIDANCE POLICY**

### **AIMS AND OBJECTIVES**

To raise aspirations and to equip students with knowledge and understanding, skills and attitudes as a foundation for managing their lifelong career and learning.

To increase self-awareness and gain confidence in making decisions and choices concerning education and work.

To access and examine sources of information so that they are aware of the range of courses and progression routes

To ensure that students are well prepared to transition from high school to college.

### **NATURE OF CAREER GUIDANCE AND EDUCATION**

Common announcements and information sharing will be conducted in respective google classrooms.

Frequent phase oriented motivational videos will be uploaded in respective google classrooms.

Course oriented career talks and videos will be uploaded to the target category of students appropriately via google classrooms.

Access to individual guidance will be provided by student fixing an appointment with the school career in charge staff using google form.

Teacher and parent referral for individual guidance will also take place by submitting an online referral form.

Career assessments will be conducted via google forms.

School career staff in charge will be available for individual/group interactions on request.

### **ACCESS TO INDIVIDUAL GUIDANCE AND SUPPORT**

Individual guidance on career will be made available even on online platform to help the children figure out who they are and what they want out of education, career and life.

The individual guidance will be conducted via online appointments and referrals where a personal analysis of their ideas and choices will be done. The sessions will help us to assess their interests and abilities. Students will be made aware of the new and diverse career options available to get a great start in their professional lives.

These sessions empower the students to have a deeper perspective and a sense of career self-awareness. It will provide essential support and boost the morale of students and help them build their motivational level.

## **ACCESS TO CAREER INFORMATION**

Any information related to career will be uploaded in the google classrooms to keep the students and parents updated with the evolving career updates. Career news will be uploaded on a regular basis which will include the details like

- Competitive examination dates and details,
- Last date to apply to various universities nationally and internationally
- Scholarships and funding offered by various universities
- Other current affairs on career education

Students and parents can refer these documents to stay updated with the career world.

## **CAREER EXPLORATION AND EDUCATION**

In order to help the students be informed on the career choices and to provide them an opportunity for career exploration team WELLNESS will be uploading very informative videos and articles on regular basis. The videos will include the following

- Different career choice available
- Understanding stream wise career opportunities in depth
- How to choose career
- Motivational videos
- Steps to excel in academics and career
- Activities on raising aspirations
- Activities on improving interpersonal skills

Career education and guidance plays a very important role in achieving the aims of students, parents and school. Team wellness will ensure on delivering opportunities online thus helping the students utilise their valuable time effectively. This will also help in creating a motivated environment whereby the students are encouraged to plan their future carefully.

## **MONITORING, REVIEW AND EVALUATION**

In order to deliver the best to our students a pre assessment will be conducted via google forms to check for the knowledge of students on career aspects. The surveys will then be evaluated and appropriate methods will be adapted to cater to the requirements of every student.

By appropriate monitoring and reviews the students will be motivated to be focused on improving their academic performance and developing their strengths. This will also emphasize on preparing the students to anticipate challenges and plan ahead to face these challenges with confidence and a balanced composure.

**Prepared on : 12 April 2020**

