

IAG Strategy and Vision Policy

AIMS

1. To provide informative, confidential and impartial advice regarding career opportunities and pathways.
2. Develop an outstanding IAG service for current and prospective learners.
3. Develop effective working relationships with referral agencies including of destination data.
4. Accurate data collection and analysis.
5. To ensure confidentiality at all times.
6. To ensure compliance with the General Data Protection Regulations May 2018.

Objectives

1. Providing IAG advisors with a minimum of two training sessions per annum to develop and maintain effective information, advice and guidance services. This will be achieved through in-house training.
2. All policies, procedures and services will be measured and reviewed on an annual basis.
3. Communicate with referral agencies to determine which organisation (prime) holds responsibility for each candidate.
4. Record and review tangible data collected through our MIS system PICS to enable tracking of learner progression from registration to completion through to destination.
5. All staff must be briefed during the induction period on company data protection policy. To ensure that all information is stored in a secure premises and computers are password protected.
6. Research alternative providers and career pathways in identified regions.

Links to the wider strategic aims of Welcome Skills

The IAG aims and objectives link to the following wider organisation strategic aims of welcome skills.

- Our Vision and Mission is to become a preferred provider offering a range of facilities and solutions to engage strategically with partners to achieve outputs linked to Government and LEP strategies
- To offer exciting, engaging and inspirational solutions to post 16 learners through innovative learning and work placement to Grade 1 Ofsted standards
- To promote Youth Employment and employer engagement
- To up-skill existing employees
- To use training and development to enhance cultural awareness and cohesion
- To achieve Matrix, IIP and other recognised quality awards

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