
Frequently Asked Questions

Find answers to common questions about Careers Leader training

How do I find out more about the content of the courses available?

Please read our [comparison guide](#) for an overview of requirements, before following the links to each individual training provider for full details of their course content.

There are contact details for each of the training providers included in the comparison guide and we recommend contacting them to help you choose which course will suit your requirements best.



Support

How can I engage with providers and find out more about specific offers?

You can find all our course providers contact details on their course page. Please view our [comparison guide](#) for more information. All training providers welcome contact and encourage queries about their offers.

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Are independent schools eligible for the training?

Yes, none grant maintained independent special schools are eligible for the training.

Are the online learning modules eligible for all?

Yes, this is an open access learning platform. We encourage people to complete the online modules in preparation for the fully funded training offer.

Is this training applicable to me as a Careers Leader in Further Education, Alternative Provision or SEND?

Yes. The training is associated with improvements in knowledge and understanding across the four main responsibility areas of a Careers Leader role: Leadership, Management, Co-ordination, and Networking. Improvement in knowledge and understanding is seen in Careers Leaders working in SEND, Alternative Provision, FE colleges and mainstream schools highlighting that the training is appropriate for Careers Leaders in all settings. Contact course Providers to understand how they support Careers Leaders from all contexts.

The current training offer is applicable to Careers Leaders from schools, special schools, AP, SEND and FE provisions. Please note that the eligibility criteria are for Careers Leaders in all state-funded secondary schools and colleges, including SEN and AP.

Are all Careers Leaders eligible for a funded place?

Careers Leader training is appropriate for all Careers Personnel with responsibility for Careers from ALL provisions.

Funding is available to all DfE funded, non-fee-paying schools, special schools, Alternative Provision, and colleges.

I am not a Careers Leader, but have another role responsible for careers in my school/college, can I access the training?

If you have strategic or operational responsibility for careers in your school, special school or college, you are eligible for a place.

Information available by scrolling down

Will the course cost me or my school, special school or college anything?

All courses are DfE funded for non-fee-paying schools, special schools, Alternative Provision and colleges and at no cost to you or your establishment. You will also be eligible to access the funded training offer and the £1,000 bursary.

Your Headteacher/Principal will need to sign a contract drawn up by the Provider. If you do not complete the course, your school, special school or college is liable for the cost of the course.

How does the bursary work?

Bursary funds are distributed to the school, special school or college that signed the contract with the training provider. If the Careers Leader is no longer working at the institution after beginning the course, the bursary payment will still be awarded.

Can my school, special school or college register for another funded training place?

Yes, schools, special schools and colleges may take multiple places, if all individuals registering for the course have responsibility for careers and have not previously accessed a funded training place.

How can I apply for the bursary payment?

Once your course provider informs us that you have completed the course, we will email you with next steps which involve you providing contact details of a finance lead at your school with whom we will arrange payment.

I started a course and moved institutions during the course, who is entitled to the bursary?

The bursary will be paid to the school, special school or college who originally signed the contract.

What can my school, special school or college use the bursary on?

The intent of the bursary is to cover any expenses for the Careers Leader to access the course yet how the bursary is spent is at the discretion of your school, special school or college and we encourage Careers Leaders to spend the £1,000 on further CPD or your careers programme.