



## **Destination Data Collection Plan and Policy 2024 – 2025**

To ensure the Inspire and Achieve Foundation are meeting Gatsby Benchmark 3 and supporting positive destinations of young people the charity collects and maintains accurate data for each young person on their education, training and destinations for at least twelve months after they leave the charity.

The Inspire and Achieve Foundation uses the collected data to review the charity's careers provision and inform development and continuous improvement.

In order to collect sufficient destination data to be able to identify trends and make appropriate changes to the careers programme, we aim to do the following:

- Collect and record intended destination data
- Collect and record actual destination data
- Compare destination data to local, regional and national trends
- Adjust the careers programme accordingly in response to the analysis of student destination trends

### **Collecting Data:**

#### **Intended destinations:**

The Inspire and Achieve Foundation collects intended data in the following ways:

- Collection of intended destinations through surveys and exit feedback
- Tutor one to ones
- Careers guidance interviews
- Mentoring one to ones
- PEP/EHCP Reviews
- Patent/carer engagement
- Internal shared spreadsheet trackers

#### **The Inspire and Achieve foundation collects the following data:**

- Name
- DOB
- Personal contact details
- Programme
- What the young person plans to do
- Has the young person applied
- How certain the young person is that they will pursue this destination
- Career/job interests
- Permission to contact from three years after leaving the charity
- Whether they want to be included on the charity's alumni register

#### **Intended destinations data will be collected at the following points:**

King's Trust Team programme: November, April and July



### **Actual Destinations:**

The Inspire and Achieve Foundation collects actual destination data in the following ways:

- Message alumni on an annual basis over 12 months
- Send alumni survey
- Phone alumni on annually basis over 12 months
- Request enrolment data from colleges, training providers and universities
- Through data sharing agreement with the local authority
- Through data sharing agreement with FE colleges
- Through parents and carers

### **The data collected includes:**

- Name
- Contact details
- Year left IAF
- Actual destinations
- Career/job interests
- Whether young person wishes to join the alumni register
- Details of careers support for alumni (NCS, Futures)

Destination data is collected once per year for one year after young people leave IAF. The charity does this at the following points of the year:

- October

### **Data Recording:**

All intended and actual destination data that has been collected is recorded and stored in the following ways:

- Spreadsheet
- SharePoint accessible data spreadsheet
- Internal Lamplight data system

### **Data Usage:**

Destination Data is used to:

- Identify young people who have not got a positive destination
- Analyse the range of intended destination and the number of students choosing each destination
- Analyse range of actual destinations and the number of students choosing each destination
- Identify trends/anomalies I intended and actual destinations
- Inform adjustments to the charities overall career strategy and careers plan, guided by analysis above

All data held by The Inspire and Achieve Foundation is processed, stored and utilised in line with current GDPR regulations. Our data privacy policy is available at [www.inspireandachieve.co.uk/privacy](http://www.inspireandachieve.co.uk/privacy). If you have any questions about The Inspire and Achieve Foundation's collection, processing and storage of data, please contact us at [infodpo@inspireachieve.co.uk](mailto:infodpo@inspireachieve.co.uk) or by calling us on 07805 787 428. Alternatively, you can write to us at: Attention of the Data Protection Officer – [info@inspireachieve.co.uk](mailto:info@inspireachieve.co.uk)

