

PROVIDER ACCESS POLICY

Developed in conjunction with:

Department of Education - Careers Strategy: Making the most of everyone's skills and talents. December 2017

Department of Education - Careers guidance and access for education and training providers (Statutory guidance for governing bodies, school leaders and school staff). January 2018



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Introduction

This policy statement sets out the School's arrangements for managing the access of providers to students at the school for the purposes of giving them information about the provider's approved technical education or training offers including apprenticeships. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

- Governing bodies to ensure that all registered pupils at the school are provided with independent careers guidance from year 8 (12-13 year olds) to year 13 (17-18 year olds).
- Governing body must ensure that the independent careers guidance provided is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option; includes information on the range of education or training options, including apprenticeships and technical education routes.
- Proprietor must prepare a policy statement setting out the circumstances in which education and training providers will be given access to pupils, and to ensure that this is followed. The proprietor must publish the policy statement and any revised statement.

Students in years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.
- To independent careers advice.

Students have access to a careers guidance coordinator who is in School and qualified to Level 6/7. She offers independent impartial advice and guidance and is available at Progress Nights. All students in Year 11 receive an individual guidance meeting. Students in Year 10 are able to make appointments on request. In Sixth Form all students receive an individual guidance meeting. In addition to this Sixth Formers are able to make appointments on request and on the director of Sixth Forms request.

Provision includes careers assemblies and sessions, CEIAG, workshops, employability skills including interview techniques and First Aid, enterprise activities and partnerships with local business and industry.

Students in Year 10 are able to apply for 5 days work experience.

We work closely with Glaxo Smith Kline and have 1 Enterprise adviser (Helen Smith) and an Enterprise Co-ordinator (Tristan Handley) from the LEP. We have many business and college links that support a range of meaningful interactions with employment and other training, FE and HE options

Management of provider access requests

Procedure

A provider wishing to request access should contact:

Jo Somers
Assistant Head Teacher
Email: jsomers@stjohnsrc.org.uk
Tel: 01388 603246

OR

Anne Goddard
Careers Guidance Advisor
Email: agoddard@stjohnsrc.org.uk
Tel: 01388 603246

Opportunities for access

A number of events, integrated into the school careers programme, will offer providers (including UTC) an opportunity to come into school to speak to students and/or their parents/carers. Please speak to Jo Somers, Assistant Headteacher, to identify the most suitable opportunity for you to visit St John's:

Careers Strategy

- Sets out a long term plan to build a world class careers system that will help young people and adults choose the career that is right for them.
- This statutory guidance has been restructured around the **Gatsby Benchmark** and the government's expectation is that schools begin to work towards the Benchmarks now and meet them by the end of 2020. The strategy will mean that the careers programme is based around students needs and makes sure students get **seven meaningful employee encounters** across secondary and college.
- Schools should use the **Compass tool** to baseline themselves, consider the opportunities to improve their careers programme based on their confidential results, and track their progress against the Benchmarks over time.
- The careers strategy explains that both co-ordinated external support and an appropriately skilled and experienced leader in school are important to help schools meet the Benchmarks.
- The **Careers & Enterprise Company** (CEC) will provide external support to schools and will take on a more ambitious role, building on their progress to date by coordinating support for schools across all of the Gatsby Benchmarks.
- Every school needs a **Careers Leader** who has the energy and commitment, and backing from their senior leadership team, to deliver the careers programme across all eight Gatsby Benchmarks. Every school will be asked to name this Careers Leader (required by September 2018).
- The way in which careers guidance will continue to be considered during Ofsted inspection is set out in **Ofsted Common Inspection Framework** and School Inspection Handbook. A successful careers guidance programme will also be reflected in higher numbers of pupils progressing to positive destinations such as

apprenticeships, technical routes, sixth form colleges, further education colleges, universities or employment. We publish KS4 and 16-18 (KS5) education destinations in performance tables on gov.uk9 , meaning that they are becoming an established part of the accountability system.

Careers Overview

	Autumn Term	Spring Term	Summer Term
Year 7	Progress Evening Careers Adviser available	Career goals and aspirational assemblies MAT STEM Day.	Future Business Magnates and Careers Fair
Year 8	Assemblies and workshop activities for employability skills	Options Night Careers Adviser available FBM group	STEM day 11 Arches presentation about future employment and training opportunities Careers Fair FBM group
Year 9	Aspirational Assemblies	Aspirational Assemblies	Progress Night STEM DAY Careers Fair
Year 10	Careers workshops about apprenticeships, FE colleges, training providers and a wide variety of employers	Personal development, CV writing and employability skills. STEM workshop Careers workshops about apprenticeships, FE colleges, training providers and a wide variety of employers Progress Evening - Careers Adviser available	Life skills – assembly and tutor group opportunities All students can receive at least 1 careers interview with Careers Adviser Careers Fair Girls in Science group. Glaxo careers Fair
Year 11	Assembly on opportunities available 6 th form open night Careers Adviser available	Progress Evening - Careers Adviser available	All students receive at least 1 careers interview with Youth Directions

Year 12	Opportunities assembly Various University talks and NCS talks Enterprise /Business Fair Progress Night with Careers Adviser available	Aspirational Assemblies	Various university and Apprenticeship talks All students carry out work experience
Year 13	UCAS and apprenticeship talks Progress Night with Careers Adviser available Enterprise/Business Fair	Aspirational Assemblies	Aspirational Assemblies

Premises and facilities

St John's will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. St John's will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Assistant Headteacher (Careers/WRL Lead). We do not allow memory pens at St John's and so presentations would need to be emailed in advance. If a provider requires access to IT equipment to assist their presentation, the provider will need to contact St John's in advance of their visit to secure their requests (5 working days).

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Main Reception. Depending on the target audience, the literature will be made available to students via the LRC or the Sixth Form Area. The Learning Resource Centre is available to all students at lunch and break times.