

**CAREERS PROVIDER ACCESS POLICY**



**Introduction**

This policy statement sets out the school’s arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider’s education or training offer. This complies with the school’s legal obligations under Section 42B of the Education Act 1997.

**Pupil entitlement**

All pupils 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 events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

**Management of provider access requests**

**Procedure**

A provider wishing to request access should contact Mr James Cotter, Careers Lead, Telephone: 01392 494919; Email: [j.cotter@magdalencourtschool.co.uk](mailto:j.cotter@magdalencourtschool.co.uk)

**Opportunities for access**

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 8</b>	Overview of post 16 options for pupils and parents/carers, to include: A levels, Applied General Qualifications (e.g., BTECs), technical/vocational qualifications, apprenticeships, traineeships and supported	Employer event for pupils, parents/carers - market stall event giving overview of local, regional and national opportunities and skills requirement Meetings with careers	Technical/vocational tasters at local college/s, training providers Meetings with careers professional

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	internships Event for University Technical Colleges	professional	
<b>Year 9</b>	Event for providers of technical education/ apprenticeships to include Further Education colleges, UTCs or Studio schools and training providers Meetings with careers professional	Meetings with careers professional KS4 options event	Technical/vocational tasters at local college/s, training providers Meetings with careers professional
<b>Year 10</b>	Life Skills – work experience preparation sessions Meetings with careers professional	Technical/vocational tasters at local college/s, training providers Meetings with careers professional	Life skills – assembly and tutor group opportunities Meetings with careers professional
<b>Year 11</b>	Post 16 provider open evenings: opportunities to visit local Further Education and sixth form colleges, other school UTCs, Studio schools and other training providers regarding A level, Applied General, technical and vocational and apprenticeships. Meetings with careers professional Post 16 applications	Post-16 interviews	Confirmation of post 16 education destinations for all pupils
<b>Year 12</b>	Higher Education	Small group	Small group

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	Fair for a variety of HE providers including local Further Education colleges Post-18 assembly – higher and degree apprenticeships	sessions: future education, training and employment options Meetings with careers professional	sessions: future education, training and employment options Meetings with careers professional
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications	Meetings with careers professional	Confirmation of post 18 education destinations for all pupils

**Premises and facilities**

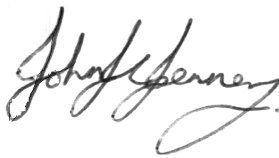

The school will make the school library or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available any specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Lead.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the Careers Lead. The Resource Centre based in the school library is available to all students at lunch and break times.

**Approval and review**

Date policy agreed: February 2022

Date of next review: February 2023

		
Miss S. Kerambrum Headteacher	Mr J. Jenner Trustee	Mr J. Cotter Careers Lead