



The Castle Partnership Trust
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CAREERS PROVIDER ACCESS POLICY

DATE: January 2018

Lead Person: SLT with responsibility for IIAG

Introduction

This policy statement sets out the Trust's arrangements for managing the access of providers to students within the Trust for the purposes of giving them information about the provider's education or training offer. This complies with the Trust's legal obligations under Section 42B of the Education Act 1997.

Student Entitlement

Students in Years 8 – 11 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.

Management of Provider Access Requests

Procedure

A provider wishing to request access should contact:

At The Castle School

Mr M Randle, Assistant Headteacher. Telephone: 01823 274073

At Court Fields School

Mr P Cowling, Careers Co-ordinator, or Miss M Murphy, Head of Careers. Telephone: 01823 664201

Opportunities for access

A number of events, integrated into the schools' careers programmes, will offer providers an opportunity to come in to speak to students and/or their parents. See Appendix 1 for details.

Please speak to our Careers Leaders to identify the most suitable opportunity for you.

The Trust's policy on safeguarding sets out the Trust's approach to allowing providers into the schools to talk to our students.

Premises and facilities

The schools will make the main hall, classrooms or small meeting rooms available for discussions between the provider and students, as appropriate to the activity. The schools 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 Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the schools.

| THE CASTLE SCHOOL | Autumn Term | Spring Term | Summer Term |
|--------------------------|--|--|---|
| Year 8 | “Compass for Life” Assembly and tutor group opportunities | “Compass for Life” Assembly and tutor group opportunities National Apprenticeship Week – lunchtime event | Parents’ Evening Assembly and tutor group opportunities |
| Year 9 | | KS4 Options Evening National Apprenticeship Week – lunchtime event | Parents’ Evening GCSE Launch Evening |
| Year 10 | Parents’ Evening Assembly and tutor group opportunities | National Apprenticeship Week – lunchtime event Assembly and tutor group opportunities | Post-16 taster sessions Assembly and tutor group opportunities |
| Year 11 | Careers Day Parents’ Evening | Study Skills Evening National Apprenticeship Week – lunchtime event | |

| COURT FIELDS SCHOOL | Autumn Term | Spring Term | |
|----------------------------|---|---|--|
| Year 8 | | STEM activity day – STEM course leaders and STEM employers working with students on STEM activities EDF assembly – promoting opportunities arising from the construction and operation of Hinkley C. | |
| Year 9 | Parents evening – all local colleges attend | STEM activity day – STEM course leaders and STEM employers working with students on STEM activities EDF assembly (as above) National Apprenticeship Week – National Apprenticeship Service / local training providers to provide input via assemblies / PSHE Options evening – colleges attend | |
| Year 10 | Work experience launch evening for parents– employer invited to promote the benefits. | Parents evening – all local colleges attend plus NCS. National Apprenticeship Week – National Apprenticeship Service / local training providers to provide input via assemblies / PSHE | |

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| Year 11 | Parents evening – all local colleges attend plus NCS | National Apprenticeship Week – National Apprenticeship Service / local training providers to provide input via assemblies / PSHE | National Citizen Service (NCS). Evening for parents and students. |
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