

## **Pencalenick School policy statement on provider access**

*This guidance has been designed to support the statutory guidance issued by the DfE January 2018 (Careers guidance and access for education and training providers)*

*This guidance needs to be read in conjunction with our safeguarding policy to ensure the appropriate safeguarding checks have been made which secures compliance in relation to any speaker visiting the school.*

*This guidance will support/inform our careers education, information, advice, and guidance policy.*

### **Introduction:**

This policy statement sets out our school's arrangements for managing the access of providers to students at our schools 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:**

In accordance with the DfE guidance we recognise all 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.
- 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.
- understand how to make applications for the full range of academic and technical courses.

To secure such aims, the careers education coordinator will work with the Head Teacher to ensure all speakers provide appropriate information, advice, and guidance in relation to post school opportunities when addressing our students, parents/carers. Any literature shared in relation to such visits will be scrutinised to secure relevance to the information contained.

The school will ensure through its website that all information shared will be published for future information/access.

### **Management of provider's access requests**

#### **Procedure:**

A Provider wishing to request access to our learners should contact our Post 16 Co-Ordinator.

Telephone: 01872 520385

## Organisation for access

### EHCP:

Pencalenick School will fully consider/acknowledge the aspirations outlined within students 'My Views' document used to inform the EHCP process; using such aspirations teachers within each key stage will identify opportunities which enable students to find out further information/make visits to work based providers from Key Stage 4 (where these provide meaning) to provide our students and their families with further information, advice and guidance.

For Years 10 and 11, the Careers Advisor will be invited to attend all EHCP reviews offering students and their families' information regarding future options. FE colleges will be invited to attend student annual reviews based upon the student choice made.

Additionally, a number of events, integrated into our schools' careers programme, will offer providers an opportunity to meet with pupils and to come into school to speak to pupils and/or their parents/carers:

With the LGB approval the following planned events will take place over each academic year; evaluation of such events will be obtained via:

- *Parent/carer views (where applicable)* **APPENDIX A**
- **Student views APPENDIX B**

Year group	Autumn Term	Spring Term	Summer Term
Key Stage 3 (Y7)	<i>New cohort – no overt careers input in autumn term</i>	PSHE – My future  My future – aspirations/interests (jobs)	PSHE – What is work like?  Experience of the workplace visits
Key Stage 3 (Y8)	PSHE – making choices  Careers convention - all providers	PSHE - The world of work  Exploring the Workplace and Expectations	PSHE – My future  My future – aspirations/interests (jobs)
Key Stage 3 (Y9)	Life Skills – Jobs and college  Careers convention - all providers	Life Skills– Who can help me make choices about my future?  Parent/ Transition evening  Let's meet our careers advisor – Careers South West	Life Skills - What are aspirations?  Experience of the workplace visits

Key Stage 4 (Y10)	Life Skills – My future  Careers convention - all providers	Life Skills – Changing my future  Parent/ Transition evening  Experience of the workplace visits	Life Skills – My final year at Pencalenick  My future – aspirations/interests – have they changed? (jobs)  Work experience placements
Key Stage 4 (Y11)	Life Skills – My future	Life Skills – Transition	Life Skills – Life after Pencalenick
	Careers convention - all providers  Work experience placements	Let’s visit our local colleges  Parent/ Transition evening  Work experience placements	Work experience placements  Let’s visit our local colleges  Passport to success; record all information to inform post school provision
Other Information	SMSC Focus Day Aspiration and Reward Assemblies British Values Link Weekly Picture News  Engaging in the community – St Clements Church	SMSC Focus Day Aspiration and Reward Assemblies British Values Link Weekly Picture News  Engaging with the community- Sensory Trust	SMSC Focus Day Aspiration and Reward Assemblies British Values Link Weekly Picture News  Engaging with the community- Sensory Trust

### Parent Liaison:

The Parent Liaison team will attend all career conventions/events where parents attend and will be responsible for examining questionnaire outcomes (data); this process is supported by the aims of the Parent Liaison team which enables effectiveness in communicating with parents/students and facilitating information gathering/sharing of information by the school.

### Equality of opportunity:

We recognise that all students and their families have the same entitlement to opportunities to access training providers; using information obtained from students EHCPs and the views of families the school will share access information which is deemed appropriate.

**Premises and facilities:**

The school will:

- Make the main hall, classrooms, or private meeting rooms available for discussions between the provider and students, as appropriate to the activity.
- 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 coordinator.
- Publish all information received upon the school's website.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the school; these will be stored in the school's library which is available to students at lunchtime/structured teaching and learning sessions.


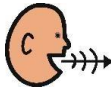


**Approval and review:**

<b>Policy approved</b>	November 2024
<b>Policy to be reviewed</b>	Every 2 years
<b>Responsibility</b>	Head Teacher Post 16 Co-ordinator

**APPENDIX A:**

<b>Parent/Carer View – Provider Access event Pencalenick School</b>		
<b>Date:</b>	<b>Careers programmes focus/speaker:</b>	
<b>Venue:</b>		
<b>Please tick the appropriate statement:</b>		
We/I found the information <b>useful</b>	We/I found the information <b>fairly useful</b>	We/I <b>did not find the information</b> useful at all
Is there any further information you would like (Please state):		
Signed:		

**APPENDIX B:**

<b>Student View – Provider Access event Pencalenick School</b>		
<b>Date:</b>	<b>Topic:</b>	
<b>Please tick the appropriate statement:</b>		
I am <b>very interested</b> 	I am <b>quite interested</b> but want to find our more 	I am <b>not interested at all</b> 
Is there any more information you would like (Please state): 		
Signed:		