



## Careers Education, Information, Advice and Guidance

### CEIAG

### Provider Access Policy

<b>Approved by:</b>	Governing Body	<b>Date:</b> 19 <sup>th</sup> March 2021
<b>Signed by:</b>	(Chair)	
<b>Last reviewed on:</b>	January 2021	
<b>Next review due by:</b>	Spring 2023	

## **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 8-14 are entitled to find out about technical education qualifications and apprenticeship opportunities. This is delivered as part of a careers programme which will provide information on the full range of education and training options available at each transition point. Pupils will also be prepared for adulthood through the development of communication, interaction, cooperation, personal care and independence skills. Pupils will:

- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies, group discussions and taster events;
- understand how to make applications for the full range of academic and technical courses.
- be supported to consider their lives beyond school and how they will spend their time

Any post school providers wishing to request access to school to present to pupils should contact:

Martin Broom  
Careers Coordinator  
Telephone: 01388 827 380  
Email: [m.broom300@theoaks.durham.sch.uk](mailto:m.broom300@theoaks.durham.sch.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. These include:

Staff and providers giving pupils and parents/carer an overview of post 16 options to include: Applied General Qualifications (e.g., BTECs), technical/vocational qualifications, apprenticeships, traineeships and supported internships that are available post 16.

Employer event for pupils, parents/carers - market stall event giving overview of local, regional and national opportunities and skills requirement, this could take place in either a whole group setting or via different assemblies.

Meetings with careers professionals from the Improving Progression service (Durham Works)  
Technical/vocational tasters at local college/s, training providers  
Opportunities for providers to speak to groups of parents and carers via 6<sup>th</sup> form and FOTOS events

### **Year 9**

Meetings with careers professional.  
KS4 options event during school assembly and on an evening.  
Technical/vocational tasters at local college/s, and/or training providers  
Meetings with careers professionals as and when appropriate as deemed by both student and by the school.  
Work based project as part of the careers programme.  
Post school discussion during EHCP review

### **Year 10**

Preparation for adulthood – work experience preparation sessions/ visits from the National Citizenship service and Future Me programme.  
Meetings with careers professional Technical/vocational tasters at local college/s, and training providers or within the school careers fayre  
Preparation for adulthood – regular assembly and tutor group opportunities  
Meetings with careers professional  
Visits to school 6<sup>th</sup> form  
Participation in events held at local colleges

### **Year 11**

Meetings with careers professional Technical/vocational tasters at local college/s, and training providers or within the school careers fayre  
Transition visit to post 16.  
1 to 1 interview with the Progression Team  
Mentoring through Durham Works

### **Post 16:**

Open evenings: opportunities to visit local colleges, other school UTCs, Studio schools and other training providers regarding, Applied General, technical and vocational, apprenticeships and internships.  
Meetings with careers professional  
Support to visit post school Health and Social Care providers  
Support with visits to supported accommodation or residential colleges  
Confirmation of post 16 education destinations for all pupils/ recording and publishing of data relating to post-16 destinations.

*Please speak to our Careers Leader to identify the most suitable opportunity for you to attend school.*

### **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. The school 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.

School staff will be on hand to support interaction between providers and pupils

Providers are welcome to leave a copy of their prospectus, brochure or other relevant literature with head of Careers. Students can access these during careers lessons or during various times during the school day.