



# Sturminster Newton High School

## Policy Statement on Careers Guidance - Provider Access

### **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 education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

### **Student entitlement**

Students in Years 7-11 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 be provided with a full range of careers guidance via taught weekly lessons as part of a broader PSHE curriculum
- 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 in the first instance: Paul Dodman, Careers Co-Ordinator

- Telephone: 01258 472642
- Email: 4179pd@mynhs.net

### **Opportunities for access**

A number of events, integrated into the school careers programme, can offer providers an opportunity to come into school to speak to pupils and/or their parents – please see below: Annual Calendar of Events.

Please speak to our named Careers Co-ordinator to identify the most suitable opportunity for you. The school's policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website: [www.mynhs.net](http://www.mynhs.net)

### **Premises and facilities**

The school can make the main hall, classrooms or private meeting rooms available for pre-arranged discussions between the provider and students, as appropriate to the activity. We will also make available any AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Co-ordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Co-ordinator who will distribute the relevant information to pupils.

**Member of staff with Lead Responsibility for this policy: Mr P Dodman**

**Approved: To be ratified by Governors**

**Reviewed: Updated June 2022 from DfE model**

**Policy due to be reviewed: July 2023 (annually)**

## APPENDIX 1: ANNUAL CALENDAR OF EVENTS

	Autumn Term	Spring Term	Summer Term
<b>Year 7</b>	Introductory lessons – what is careers education? Why is this important?*	Introductory lessons on careers planning via CareerPilot website	Introductory lessons on careers planning via CareerPilot website
<b>Year 8</b>	Scheduled careers lessons as part of the PSHE programme	Focus on careers and future choices	Using CareerPilot website to investigate future career ideas and opportunities
<b>Year 9</b>	Young Enterprise opportunities (sponsored by JP Morgan) for students to investigate future careers post 16 and the world of work. Focus on STEM opportunities	Future planning assemblies  Options discussions and Parents Evening. Requested interviews available for all students with Careers Advisor with specific focus on SEND etc	Bournemouth University/Weymouth College Careers Fair* whole year visit to investigate post 16 options across employment, education and training including technical and apprenticeship opportunities
<b>Key Stage 4</b>	<b>Assemblies/speeches in line with Gatsby Benchmarks via outside providers covering careers in the NHS, Armed Services etc. as appropriate and as available</b>		
<b>Year 10</b>	All students have access to CareerPilot website to assist with future planning, careers options and education opportunities  <b>One to one interviews School Careers Advisor – all students to receive at least one 30 minute interview</b>	CV writing, letter of application etc. to secure Work Experience placement in summer term  Students research and plan own internal lower school careers fair*	Students undertake approved <b>two week work experience programme</b> via local/national employers including visit from school staff and follow up sessions
<b>Year 11</b>	Post 16 IAG interviews  Post 16 provider open evenings: opportunities to visit local Further Education/sixth form colleges and providers of technical/vocational qualifications  <b>One to one interviews with School Careers Advisor - all students to receive at least one 30 minute interview</b>	Post 16 IAG interviews  Mock interviews with local employers to prepare for job interviews (Sturminster Lions) etc when possible*  <b>One to one interviews with Schools Careers Advisor</b>	Post 16 IAG interviews  Induction Activities into sixth form – post exams  <b>One to one interviews with School Careers Advisor</b>

*Draft to be ratified and Adopted by the Governing Body*

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<b>Key Stage 5</b>	<b>Assemblies by outside providers covering careers in the NHS, Armed Services, local businesses as appropriate and as available</b>  <b>Organised visits to local and National employees as appropriate</b>  <b>University visits to Bath, Bournemouth etc as available</b>  <b>Apprenticeships presentations and STEM Opportunities presentations</b>		
<b>Year 12</b>	JP Morgan Open Door Event - careers opportunities  Gap Year presentations – Take A leap Company*  “Beyond This” - aspirational ideas to develop soft skills for future employment  <b>One to one interviews School Careers Advisor – all students to receive at least one 30 minute interview</b>	One week’s work experience with local/national businesses  National Apprenticeship Show – Exeter Arena*  Exeter University UCAS exhibition*  Sutton Trust summer school presentations and mobility scheme applications	Spring into Inspiring Careers – guest speakers from variety of career sectors – Law. Medicine etc.  Progression Week activities including Personal Statement writing/UCAS applications  Young Enterprise business building  Mock interviews with local employers  Apprenticeships Fire Up – guest speaker*
<b>Year 13</b>	Student Finance talks delivered by Leicester University*  Gap Year presentations – Take A leap Company*  Ongoing UCAS advisory sessions with tutor/HOY  <b>O One to one interviews School Careers Advisor – all students to receive at least one 30 minute interview</b>	Managing money, tax, student loans etc. – outside speakers  National Apprenticeship Show – Exeter Arena*  Exeter University UCAS exhibition*  Bath University and Bath Spa University UCAS Visits	Spring into Inspiring Careers* – guest speakers from variety of career sectors – Law. Medicine etc.  Continued program of visits

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	Autumn Term	Spring Term	Summer Term

**Asterisk (\*) indicates as and when various providers are available and operating post-Covid**