# **Kingsmead School Provider Access Policy**

Please note that this policy statement is part of the wider careers programme and plan for our School.

#### Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students at Kingsmead 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.

#### Student entitlement

Under the Baker Clause, all pupils in Year 8 to 13 are entitled to (although we also include Year 7):

- To find out about technical education qualifications and apprenticeships opportunities, as part of the 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

#### <u>Procedure</u>

A provider wishing to request access should contact Julie Butler, IAG Coordinator, <u>j.butler@kingsmeadschool.net</u> or through contacting the office on 01543 227320

#### Opportunities for access

A number of events, integrated into the school careers programme offer providers an opportunity to come into the school to speak to students or their parents or carers.

# **Careers programme**

This is a guide of our careers programme. This is added to throughout the year and reflect year group needs for example a recent session for Year 8 girls and Y10 boys. It does not include specialised offers such as the High Flyer groups in KS3 or Lycium Society in KS4/5.

<b>Year</b> and	Autumn Term	Spring Term	Summer Term
focus	The Method 5		NA - III - III
Year 7 Self	The National Ryman's Enterprise Challenge	Futures Fayre – market stall event giving overview of local, regional and national	Meetings with careers adviser
awareness and introduction to the world of work skills	Tutor time sessions (1 sometimes 2 a half term) — designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in well-being sessions  Aspiration assembly and transition work	opportunities  RIME days centred on building specific employable skills. Layered and build from identifying, developing and then celebrating their use.  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations	Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in wellbeing sessions  Careers and aspiration assembly
Year 8	RIME days centred on	in well-being sessions  Futures day – build around	Meetings with careers
Employability skills	building specific employable skills. Layered and build from identifying, developing and then celebrating their use.  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in well-being sessions	opportunities to see FE/HE providers and apprenticeships. Considering futures  Futures Fayre – market stall event giving overview of local, regional and national opportunities  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in well-being sessions  Careers and aspiration assembly	adviser  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in wellbeing sessions

Year 9 Tutor time sessions (1 sometimes 2 a half term) Careers exploration Tutor time sessions (1 sometimes 2 a half term) - designed around the event giving ove local, regional a opportunities	erview of building specific
Careers – designed around the local, regional a	
Lexploration - Livear focilis in a stephoed - Liphortiinities	Layered and build
and spiral approach	from identifying,
aspirations Futures day – a	•
RIME and careers visit providers (I	
evaluations in well-being businesses)	celebrating their use.
	Tutor time sessions (1
sessions	Tutor time sessions (1 sometimes 2 a half
Options evening	
Careers and aspiration to meet staff of	-
asseembly subjects – consider	
offer	in a stepped, spiral
	approach
Meetings with c	
adviser	RIME and careers
	evaluations in well-
Tutor time sessi	
sometimes 2 a h	
designed around	•
focus in a steppe	ed, spiral
approach	
RIME and caree	rs evaluations
in well-being se	ssions
Year 10 Futures Day – skills visits Futures Fayre –	market stall Aim Higher event –
– skills fayre. Learn what event giving over	•
Employability   apprenticeships are on   local, regional a	nd national and business meet
and offer – how to apply opportunities	with students and
transferable	parents. Activities
skills Tutor time sessions (1 Meetings with c	careers exploring access and
sometimes 2 a half term) adviser	removing barriers are
<ul> <li>designed around the</li> </ul>	shared
year focus in a stepped, RIME days centr	red on
spiral approach building specific	employable Tutor time sessions (1
skills. Layered a	and build from sometimes 2 a half
RIME and careers identifying, deve	eloping and term) – designed
evaluations in well-being then celebrating	g their use. around the year focus
sessions	in a stepped, spiral
Tutor time sessi	ons (1 approach
sometimes 2 a h	nalf term) –
designed around	d the year RIME and careers
focus in a steppe	ed, spiral evaluations in well-
approach	being sessions
RIME and caree	rs evaluations   Careers and
in well-being se	ssions aspiration assembly

Year 11  Post 16 option choices and decision making	Futures Day – involves visits from FE/HE and apprenticeship providers. Development of students employability skills and knowledge  Meetings with careers adviser  Maximise company – students given useful employable skills that support with long learm learning  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  RIME and careers evaluations in well-being	Futures Fayre – market stall event giving overview of local, regional and national opportunities  Meetings with careers adviser  Tutor time sessions (1 sometimes 2 a half term) – designed around the year focus in a stepped, spiral approach  Careers and aspiration assembly  Mock exam results and follow up 1-to-1 interviews for next stages with parents	
Year 12  Developing skills for university, further education and successfully entering the world of work	sessions  Bespoke tutor activities for one hour sessions (1 every half term, 2 on some occasion). Looking at the UCAS process, talks from NCS, impartial careers advice and full mock job application process with businesses	Futures Fayre – market stall event giving overview of local, regional and national opportunities.  Bespoke tutor activities for one hour sessions (1 every half term, 2 on some occasion). Looking at the UCAS process, talks from NCS, impartial careers advice and full mock job application process with businesses	Futures week – work experience preparation, visits and then follow up. Development of next steps knowledge and skills  Meetings with careers adviser  Bespoke tutor activities for one hour sessions (1 every half term, 2 on some occasion). Looking at the UCAS process, talks from NCS, impartial careers advice and full mock job application process with businesses

Year 13	Meetings with careers	Futures Fayre – market stall	
	adviser	event giving overview of	
Developing		local, regional and national	
skills for	Bespoke tutor activities	opportunities	
university,	for one hour sessions (1		
further	every half term, 2 on	Bespoke tutor activities for	
education	some occasion). Looking	one hour sessions (1 every	
and	at the UCAS process,	half term, 2 on some	
successfully	talks from NCS, impartial	occasion). Looking at the	
entering the	careers advice and full	UCAS process, talks from	
world of	mock job application	NCS, impartial careers advice	
work	process with businesses	and full mock job application	
		process with businesses	

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

## **Premises and facilities**

The school will make the main hall, sports hall, glass house, 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the Careers library, which is managed by our IAG coordinator. The area is available to all students at lunch and break times.

## Approval and review

Approved (09/09/2021)

Next review: September 2022- Governors Policy Review Meeting Group

Signed: Simon Cope (Careers Lead)

Signed: Russell Dyke (Governor link Careers)