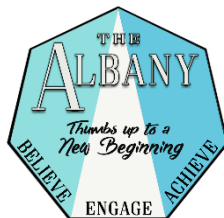


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Careers and Post 16 Provider Access Policy

Approved

Signature of Head of School:	
Date:	
Signature of Chair of SEMH LGB:	
Date:	
Agreed at the SEMH LGB Meeting on:	11 th November 2020
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Careers and Post 16 Provider Access Policy

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 -13 are entitled to

- 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 events 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:

Emma Oxnam, Assistant Head Teacher

Telephone: 01284 754065

Email: emmaoxnam@thealbany.school

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.

Proposed event timetable for 2020/2021

	Autumn Term	Spring Term	Summer Term
Year 8	Online Learning Blogs from Careers and Coffee morning	Life Skills – mentor group opportunities	Life Skills – mentor group opportunities
Year 9	Online Learning Blogs from Careers and Coffee morning	Life Skills – mentor group opportunities	Life Skills – mentor group opportunities
Year 10	Life Skills – work experience preparation sessions with NCS	Small group sessions: future education, training and employment options	Life skills – mentor group opportunities
Year 11	Life Skills – assembly on opportunities at 16 with NCS	Post-16 evening Post-16 taster sessions	Small group sessions: future education, training and employment options

Please speak to our Careers Leader (Suzie Keable) to identify the most suitable opportunity for you.

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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader.