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## **The Gilberd School**

### **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.

#### **Rationale**

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the number of apprenticeships rises every year, it becomes increasingly important that all young people have a full understanding of all the options available to them post-16 and post-18 including wider technical education options such as T-Levels and Higher Technical Qualifications.

#### **Commitment**

The Gilberd School is committed to providing high quality Careers Education, Information, Advice and Guidance (CEIAG) to all Gilberdians. We ensure there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. The Gilberd School is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work, and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

The Gilberd School endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: “Baker Clause”: supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

## **Aims**

The Gilberd School policy for Provider Access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
- To ensure students continue their career pathway and avoid the risk of students becoming NEET (Not in Education, Employment or Training).

## **Pupil entitlement**

The Gilberd School fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies in National Apprenticeship Week and National Careers Week, in addition to providers attending careers events at school or at each Trust school.

All pupils at The Gilberd School 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 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 request**

**A provider wishing to request access should contact Careers Advice / Careers Team**

Line Manager - Assistant Head and Careers Lead: Mr R Samjawon – [rsa@gilberd.com](mailto:rsa@gilberd.com)

Careers Support Administration: Miss S Maddock – [sma@gilberd.com](mailto:sma@gilberd.com)

Careers Independent Advisor: Mrs J Kee – [careers.visitor@gilberd.com](mailto:careers.visitor@gilberd.com)

## Opportunities for access

All pupils including Year 7 receive CEIAG provision for their entirety of their Gilbert journey. A number of events integrated into the school careers programme will give providers the opportunity to access our stakeholders (students/parents/carers) via a range of activities; enrichment weeks; independent subject access through curriculum time/future skills; fortnightly careers assemblies; careers workshops; careers conventions; mock interviews and curriculum evenings.

	Autumn	Spring	Summer
Year 7	CEIAG assembly Introduction to CEIAG and the intent of the programme. Introduction to Unifrog and CEIAG provision. Overview of CEIAG. Journey Y7 – Post-16. CEIAG in the Curriculum. Tutor Programme	Section of focus on CEIAG in Y7 Drop Down Day. Continuation of CEIAG provision.	Meaningful encounter opportunities through Future Friday Speakers.
Year 8	CEIAG assembly Recap CEIAG and the intent of the programme. CEIAG in the Curriculum. Overview of post 16 options for pupils and parents/carers to include: A levels, Applied General Qualifications (eg; BTEC), technical/vocational qualifications, apprenticeships, traineeships, Events for University and Technical Colleges Tutor Programme	Employer event for pupils, parents/carers - market stall event giving overview of local, regional and national opportunities and skills requirement Meetings with Careers Professional KS4 options event including attendance from main Post-16 providers and the school's Careers Advisor.	Technical/vocational tasters at local college/s, training providers Meetings with Careers Professional during lessons. Section of focus on CEIAG in Y8 Drop Down Day. Careers Convention
Year 9	CEIAG assembly Event for providers of technical education/ apprenticeships to include Further Education colleges, and training providers Meetings with Careers Professional Section of focus on CEIAG in Y9 Drop Down Day.	Meetings with Careers Professional during lessons. Option Evening Post-16 providers and Careers Advisor.	Meetings with Careers Professional Careers Convention. Personal Statement journey begins. Working towards Mock Interviews following academic year.

	Careers Advisor for those students identified. Tutor Programme		
Year 10	CEIAG assembly Work experience preparation sessions Meetings with Careers Advisor ongoing Professional Careers Advisor for those students identified.	Meetings with Careers Professional Mock Interviews Work Experience RE Gained time Section of focus on CEIAG in Y10 Drop Down Day	Assembly and tutor group opportunities Meetings with Careers Professional during lessons. CEIAG Assemblies RE Gained Time Careers Convention Careers Advisor for students through to Year 11. Technical/vocational tasters at local college/s, training providers (Colchester Institute Taster Sessions and Sixth Form)
Year 11	Post-16 provider open evenings: opportunities to visit local Further Education and Sixth Form Colleges and other training providers regarding A level, Applied General, technical and vocational and Apprenticeships. Oxbridge Coaching Pathways Meetings with Careers Professional Post-16 applications Post-16 Destinations Tracker CEIAG Assemblies (full range of providers visiting Year 11) Careers Advisor ongoing Section of focus on CEIAG in Y11 Drop Down Day	Post-16 interviews CEIAG Assemblies Oxbridge Coaching Pathways SENCO Support	Confirmation of Post-16 education destinations for all pupils Careers Convention

## **Links with other policies**

The Provider Access Policy supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

## **Equality and Diversity**

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. The Gilberd School is committed to encouraging all students to make decisions about their future based on impartial information.

## **Requests for access**

Requests for access should be directed to Mr R Samjawon, Assistant Headteacher (CEIAG). Mr R Samjawon may be contacted by telephone or email, [careers@gilberd.com](mailto:careers@gilberd.com), Tel 01206 842211.

## **Grounds for granting requests for access**

Access will be given for providers to attend during school assemblies, timetabled CEIAG lessons and other CEIAG events that The Gilberd School is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with The Gilberd School.

## **Premises and facilities**

The Gilberd School will make the main halls, classrooms or conference rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available audio-visual 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 at the Careers Resource Centre, which is managed by the school librarian and Careers Advisor.

## **Live/Virtual encounters**

The Gilberd School will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

## **Parents and Carers**

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

## **Management**

The Assistant Headteacher (CEIAG) coordinates all provider requests and is responsible to his/her senior management line manager.