

**CAREERS ACCESS POLICY**



Reviewed October 2023

**Introduction**

This policy statement sets out the school’s arrangements for managing the access of providers to the school for the purpose of giving them information about the providers 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 to 13 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.

**For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the ‘first key phase’ (year 8 to 9) and two encounters for pupils during the ‘second key phase’ (year 10 to 11).**

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

• share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers

• explain what career routes those options could lead to

• provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)

• answer questions from pupils

**Meaningful provider encounters**

One encounter is defined as one meeting/session between pupils and one provider.

We are committed to providing meaningful encounters to all pupils using the Making it meanigingful checklist which can be found at the following address

[Making it Meaningful: Benchmark 7 | CEC Resource Directory (careersandenterprise.co.uk)](https://resources.careersandenterprise.co.uk/resources/making-it-meaningful-benchmark-7)

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

**Previous providers**

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

* Blackburn College
* Burnley College
* Training 2000
* Runshaw College
* Preston College
* Cardinal Newman
* Accrington and Rossendale

**Destinations of our pupils**

From our previous year 11, pupils moved to a range of providers in the local area after school:

* Blackburn College
* Training 2000
* BAE Systems
* Accrington and Rossendale College
* Runshaw College
* Blackburn Rovers Community College
* Cardinal Newman

**Management of provider access requests**

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme.We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

**Procedure**

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

**Opportunities for access**

A provider wishing to request access should contact *Claire Shackleton*, *Careers Officer,* cshackleton@stbedesblackburn.com



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* National Careers Week – March
* College Assemblies
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* College drop ins
* British Red Cross – First Aid
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* First Aid courses
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* Lancaster University visit
* UCLAN visit
* Year 9 Apprenticeship assembly
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* Masterclasses with local providers
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* Masterclasses at various local providers
* UCLAN Art visit
* Nautical College drop in
* STEM event
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* College drop ins
* Work place visits
* College Assemblies
 | ooxWord://word/media/image354.bin* Runshaw College taster day
* Blackburn College Taster day
* Burnley College Taster Day
* Cardinal Newman Taster Day
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* College drop ins
* New Directions Interviews
* WEC work placement
* College Assemblies
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* CV workshop
* Workplace encounter
* BAE apprenticeship event
* College interviews start
* Mock interviews
 | * Tracking pupils
* College drop ins
* Focus on exams
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**Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provide presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at Student Services, which is managed by the Careers Officer. Student Services is available to all pupils at lunch and break times.

**Complaints:**

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via

provideraccess@careersandenterprise.co.uk

**Approval and review**

Approved by Governors at Resources Committee

Date: 10/10/2023

Signed Chair of Governors: 

SignedHeadteacher: 