



## 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.

## Student entitlement

All pupils in years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeship 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 requests

### Procedure

A provider wishing to request access should contact Sara Swanton, Careers Manager, Telephone: 01732 373500; Email: [sswanton@wealdgs.org](mailto:sswanton@wealdgs.org)

## 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 students and/or their parents/carers:

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Year 7	Life Skills	Life Skills	Life Skills	Life Skills	Life Skills	Careers Unit Employer guest speaker Careers portfolio
Year 8	Life Skills	Careers in the NHS project	Life Skills	Life Skills	Careers planning toolkit lessons	Life Skills
Year 9	Life Skills	Options lessons Making Informed decisions	Apprenticeships Talk from local college to include Technical Qualifications Options Evening	Life Skills	Life Skills	Life Skills

Year 10	Employability Hard and Soft Skills Interview practice and skills	Life Skills	Life Skills	Apprenticeships Talk from local college to include Technical Qualifications Employer Guest Speaker	Post 16 choices NCS workshops	Morrisby testing
Year 11	Skills Fest Careers Fair	Applying for post 16 education 6th Form Open Evening Personal Statements and CVs Taster Sessions	Life Skills Carousel of choices	Oxbridge talk Life Skills NCS workshops	Life Skills	
Year 12	Life Skills	Oxbridge Applications Life Skills Carousel of choices	Higher Education Fair Life Skills Carousel of choices	Guest Speakers HE information Evening.	Guest Speakers	UCAS Preparation and Personal Statements
Year 13	UCAS Preparation and applying for HE	Guest Speakers	Guest Speakers	Guest Speakers		

Throughout the year, there are various trips and visits with small bespoke groups of students across all year groups that relate to careers education and provision. For example, the Year 11 Careers interview sessions at Canterbury Christ Church University, Medway Campus and the Year 10 follow up session with the Navy.

Specific vocational events are signposted by the Careers manager to students, for example hospital events are shared with students interested in a career in medicine.

For more detailed information please see the PSHCE Scheme of Work on the Website.

### Premises and facilities

The school will make large spaces available, such as the Hall, for talks and discussions between the provider and students. The school will also provide AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Manager or member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the Careers Library, which is managed by the Careers Manager. The Careers Library is available to all students at lunch and break times.

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<b>Ratified:</b>			