



Weald of Kent Grammar School
Careers Policy Statement on Provider Access - November 2020

Introduction

This policy statement sets out the school’s arrangements for managing the access of providers to students 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 students in years 7-13 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

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	Careers Portfolio	Life Skills
Year 8	Life Skills	Life Skills	Life Skills	Life Skills	NHS Careers Project Experiences of the workplace	Life Skills
Year 9	Life Skills To include Personal Organisation and Job Ready	Making Informed decisions Option guidance and support	Life Skills	Life Skills	Life Skills	Life Skills
Year 10	Life Skills	Life Skills Apprenticeship Talk	Life Skills	Life Skills	Post 16 choices University and Apprenticeships	Life Skills Morrisby testing

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
					talks. Employability talk by InvestIN And Barclay Lifeskills Meetings with careers professional	Meetings with careers professional
Year 11	Life Skills Meetings with careers professional	Applying for post 16 education 6th Form Virtual Open Evening Personal Statements and CVs Taster Sessions Meetings with careers professional	Life Skills Meetings with careers professional	Oxbridge talk Life Skills Meetings with careers professional	Life Skills Meetings with careers professional	
Year 12	Life Skills Employability – InvestIN Meetings with careers professional	Study/Life Skills Meetings with careers professional	Meetings with careers professional	Guest Speakers Virtual HE information Evening Meetings with careers professional	Guest Speakers Meetings with careers professional	UCAS Preparation and Personal Statements. Alternatives to HE Meetings with careers professional
Year 13	UCAS Preparation and applying for HE Alternatives to HE Employability – InvestIN Meetings with careers professional	Oxbridge and early applicant interview skills Meetings with careers professional	Guest Speakers Meetings with careers professional	Guest Speakers Meetings with careers professional		

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.

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. Virtual opportunities are made available to students.

Premises and facilities

In the current circumstances (Covid19) talks will be virtual. However as soon as restrictions are lifted 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.

Authors:	Sophie Clark Sara Swanton	Date:	November 2020
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