



THE KING ALFRED SCHOOL

Careers Provider Access Policy

Created by: D Hurr

Date: 17 January 2018

Review date: January 2021

The King Alfred School: Careers 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 7-11 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which involves 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 **J P Hoskins, Assistant Headteacher**.

Telephone: **01278 784881**; Email: **jphoskins@kingalfred.somerset.sch.uk**

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.

The school will use a qualified professional who could be an appropriately trained member of school staff, to provide personal guidance interviews.

The school welcomes contact from a wide range of stakeholders who support their staff, students and their families.

PDF files and web links are also welcome. The school use leaflets sparingly.

Employer 'open door' and recruitment events can be included in the monthly bulletin and have a dedicated 'shout out' on social media.

Life satisfaction is not purely based on education and career choice. The school also welcomes any stakeholders who would like to promote an event or activity that will help our students have a positive experience and develop the skills to lead happy and healthy lives.

The school welcomes guest speakers from employment and education and will always accommodate previous students throughout the year. Tutor time and break time drop-ins can be promoted via social media and tutors.

Assemblies follow pre-planned themes but some exceptions can be made if a guest speaker's content is relevant to the entire year group.

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There will be a careers presence at every parent evening and Options evening. FE and HE providers are welcome to attend.

The school's year 10 work experience programme runs in the spring term and the year 12 programme in the summer term. Any offers of work placements will be gratefully received.

The school's students enjoy taking part in taster days, offsite events and competitions but curriculum delivery must come first so the school cannot attend them all. Please contact the school with your offer and the school will support when timetables allow. Support with travel costs are always welcome.

The school is happy to accommodate career practitioners and students who would like to visit and share best practice.

Further steps

1. 'Like' the school's Facebook page to see details of ongoing events and activities.
2. Visit the school website for monthly calendar activity updates.

Please speak to the school's Careers Leader 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.

Approval and Review

Approved _____ by Governors

Next review: January 2021

Signed _____ Chair of Governors

Signed _____ Head teacher