

**OUSEDALE SCHOOL - PROVIDER ACCESS POLICY**

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**Aims**

This policy statement aims to set out our school’s arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- o Procedures in relation to requests for access
- o The grounds for granting and refusing requests for access
- o Details of premises or facilities to be provided to a person who is given access

The information below outlines 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.

**Pupil entitlement**

All pupils in years 8 to 13 are entitled:

- o 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;
- o 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;
- o 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). For pupils in the ‘third key phase’ (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

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:

- o share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- o explain what career routes those options could lead to
- o 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)
- o 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 meaningful checklist. We pride ourselves on giving as many opportunities to meet a wide variety of providers and can see the value of this in our pupils feedback.

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:

- o FCDO Services
- o Wilmott Dixon
- o Dentons Law
- o DWP
- o BBC
- o Cranfield University
- o MK College
- o Northampton College
- o Moulton College
- o Bedford College
- o Yellow Bus
- o Wellies Day Nursery

## Pupil Destinations

Last year our year 11 students moved to a range of providers in the local area after school:

- o Ousedale Sixth Form
- o Shenley Brook End Sixth Form
- o Bedford College
- o MK College
- o Northampton College
- o Moulton College
- o A variety of apprenticeship placements

## Management of provider access requests and procedure

A provider wishing to request access should contact the Careers Lead:

Email: [careers@ousedale.org.uk](mailto:careers@ousedale.org.uk) or Phone: 01908 210203 ext: 3290 / 3267

We are always looking to widen our careers offering to students and current areas of interest include:

- o Site visits

- o Work experience opportunities
- o Activities in school run by employers or training providers
- o Engagement with employers who feel there are skills gaps in their sector

If you feel you or your organisation would be able to help us develop our careers provision and support students, please get in contact.

Our Safeguarding Policy can be found on the website.

## Opportunities for access

We operate a large number of events outlined in our careers calendar. This is integrated into the school curriculum and careers programme and are able to offer providers an opportunity to come into school to speak with students and/their parents/carers.

The current Careers Programme, whilst not an exhaustive list, includes:

**Career talks:** Years 7 – 13 receive talks to each year group from a range of visitors (appropriate to year group) to gain information about skills and qualifications required to pursue different careers. The presentations can be from both employers and education providers. Using a diverse range of speakers helps to broaden students knowledge, and, we have previously welcomed politicians, sporting professionals, engineers, business people, and public services, including FCDO services.

**Careers PSHE:** Years 7 – 11 receive careers focused PSHE lessons including:

- o All year groups are introduced and encouraged to use Unifrog for CV building and documenting activities.
- o Year 7: Welcome from careers team and self-referral information, location of careers offices, added to Unifrog and Careers google classrooms.
- o Year 8: Focus on where to begin with career planning, myth-busting and thought challenging gender stereotyping ('girls' and 'boys' jobs).
- o Year 9: Focus on subject choices and how these relate to different careers and continuing to explore the growing range of jobs available.
- o Year 10: Focus on developing workplace skills, how to use Labour Market Information and exploring possible careers and education/training opportunities.
- o Year 11: Continue to develop their workplace skills, learning about rights and responsibilities in relation to employment, further exploring career opportunities and next steps for education following their GCSEs.

**Speed Interviewing Workshop:** Year 10 have a careers focused day, usually in July. This takes the form of rotating around different sessions which include CV and interview workshops, motivational talks and speed or panel interviewing. Visitors from a broad range of employers and training providers are welcomed in to school to take part. The day is designed to:

- o Broaden knowledge of the diversity of the modern workplace;
- o Inform on the skills and qualifications required to follow the different career options;
- o Build confidence, networking and communication skills

**Sixth Form** Year 12 (and 13) receive a careers programme which aims to build skills and knowledge for the modern workplace, including CV and interview workshops, information on apprenticeships, professional etiquette, etc. This results in apprenticeship placements. Other typical provision include a careers fair and speed interviewing. Visitors from many working sectors and further education providers are present, offering information on a range of employment and training options, including apprenticeship schemes and higher education.

**Tutor Time Activities:** Year 10 and 11 look at different careers sectors which are open to them. This can involve looking at jobs in a particular sector i.e. IT or within a specific role i.e. Project Management. The aim is to continue to

challenge established ideas of available careers and to broaden knowledge of the range of opportunities available to all students and the level of training/education needed.

**Work Experience:** Year 10 and 12 students are offered the chance to take up work experience placements and throughout the school we encourage all students to explore the opportunities of gaining workplace experience. This is important for building essential skills but it also helps students identify what they are looking for in a career (as well as what they are not) and also provides them with experiences that will make them stand out to further education providers and employers in an increasingly competitive environment. Support is provided for different groups of pupils and where external placements are not feasible, the 'experience of the workplace' is replicated.

**Job Shows:** We have attended the local National Apprenticeship Show and the National Skills Show and plan to continue offering these invaluable experience. When the school is unable to attend an event the details of relevant opportunities are advertised to students. These include further education shows such as What Uni? Live!, career pathway shows such as What Career? Live! These opportunities will be promoted social media.

**Site Visits:** When available, we offer students the opportunity to visit local employers. This is a proved a great way for students to gain an insight into workplaces and see first-hand how the business works and what job roles they entail.

**Employer Led Career Events:** We have attended several employer led career events, designed to inform students on specific sectors i.e. STEM or IT careers. Like the site visits, these are fantastic opportunities for employers to share knowledge of their business and the skills and qualifications required.

**Labour Market Information:** Through our links with local business groups, the National Careers Service and the Local Enterprise Partnership SEMLEP, we keep students up to date with relevant local labour market information. This is shared and updated monthly through our teachers and associate staff, social media and the school newsletter.

## Safeguarding

Our safeguarding/child protection policy (link below) outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers are expected to adhere to this policy.

## Premises and facilities

The school can make appropriate provision for discussions between the provider and students, as appropriate to the activity. The school can also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit. Providers are welcome to leave a copy of their prospectus, details of opportunities or other relevant course literature.

The careers team are available to all students at lunch and break times.

## Complaints

Any complaint related to provider access can be raised following the school complaints procedure via the following link <https://www.ousedale.org.uk/attachments/download.asp?file=148> or directly with the careers leader via [ous-careersteam@ousedale.org.uk](mailto:ous-careersteam@ousedale.org.uk).

## Links to other Policies

**Safeguarding/Child Protection Policy**

**Careers Education Information, Advice and Guidance (CEIAG) Policy**

**Vision and Curriculum Intent**

**Complaints Policy**

## Monitoring Arrangements

The schools arrangements for managing the access of education and training providers to students are monitored by the Career Leader.

*Reviewed and amended on: 9<sup>th</sup> June 2023 by Emma Sweet-Roe, Careers Manager.*