

Careers Policy Statement including Provider Access Policy Statement



Approved by:	Governing Body
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Last reviewed on:	September 2021
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Next review due by:	September 2022
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Introduction

Cornfields provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils. This is developed throughout a pupil's time at the school and is always supportive of their strengths and skills.

Aims and purpose

- Prepare pupils for the transition to life after Cornfields
- Support pupils in making informed decisions which are appropriate for them
- Provide pupils with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate pupils to develop themselves as individuals and live as independently as is possible

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

Statutory requirements and recommendations

The careers provision at Cornfields is provided in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997 and The Education (Independent School Standards) Regulations 2014. The guidance and regulations states that all schools should provide independent careers guidance for all pupils receiving secondary education.

Careers guidance at Cornfields school will:

- be impartial, accurate and up to date
- enable pupils to make informed choices about a broad range of career options
- include information on a range of pathways, including apprenticeships
- be adapted to the needs of the pupil
- helps to encourage pupils to fulfil their potential

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document under Provider Access.

Careers Provision at Cornfields

All pupils have access to the following:

- Cornfields Learning for Life curriculum - Careers and preparing for life after Cornfields is a fundamental aspect of our curriculum
- Visitors in to school and offsite visits support pupils in developing their understanding of a range of different post 16 pathways.
- All pupils in Year 10 and 11 have access to meetings with an independent careers advisor to explore future pathways
- Pupils have a class tutor skilled in careers options and opportunities

Key Stage 3

- Pupil pathways onto accredited and vocational courses are planned and prepared for in KS3
- Pupils take part in enterprise projects across the school year
- STEM events and projects are a part of the KS3 curriculum

Key Stage 4 (in addition to KS3 ongoing provision)

- One-to-one meetings with families, access to the school careers lead and an independent careers advisor in Year 10 and Year 11 to help inform individual routes into post 16 provision and appropriate and meaningful work experience opportunities
- Pupils in Year 10 and 11 are encouraged to undertake Work Experience and work-based placements and opportunities.

The overall organisation of work experience is undertaken by the school careers lead who liaises with the SENCo to ensure the most relevant and engaging opportunities are taken and are aligned with pupils EHC plan targets.

Parents/carers are informed and communicated with throughout the process and a work experience agreement form and work experience information form are completed.

All pupils on placement are covered by the employers' insurance and places of work are risk assessed.

Providers Access Policy Statement

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 secondary pupils 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.

Management of provider access requests

Procedure:

A provider wishing to request access should contact Mary Mckeeman, Headteacher, Telephone: 01233 877046; Email: office@cornfields.kent.sch.uk

Opportunities for access

Several 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:

	Autumn term	Spring term	Summer term
Year 7*	➤ Life Skills and Functional Skills through Personal Development Plans and learning for life curriculum – assembly and class group opportunities		
Year 8	➤ Life Skills and Functional Skills through Personal Development Plans and learning for life curriculum – assembly and class group opportunities		
Year 9	➤ Career lead to attend EHCP meetings ➤ Life Skills and Functional Skills through Personal Development Plans and learning for life curriculum – assembly and class group opportunities		
Year 10	➤ Bespoke college taster programme ➤ KS4 attend careers events ➤ Career lead to attend EHCP meetings ➤ Work experience offered where appropriate	➤ Careers lead meet with parents/carers ➤ Careers explicitly taught and scheduled on the timetable	
Year 11	➤ Careers advisor in school regularly and working alongside pupils ➤ Bespoke college taster programme ➤ Work experience offered where appropriate	➤ KS4 attend careers event ➤ Careers explicitly taught and scheduled on the timetable ➤ Careers lead meets with parents/carers	➤ Independent career advice and guidance meetings held ➤ Career lead to attend EHCP meetings

Premises and facilities

The school will make the classrooms or meeting spaces 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the careers lead. This will be made available to pupils and parents/carers as appropriate.