

PENWORTHAM GIRLS' HIGH SCHOOL

Careers, Impartial Advice and Guidance

PROVIDER ACCESS POLICY

(September 2023)

Updated: Annually

Next review: Autumn 2024

pgh**Success**

Our Aim, Mission and Core Values

PGHSuccess:

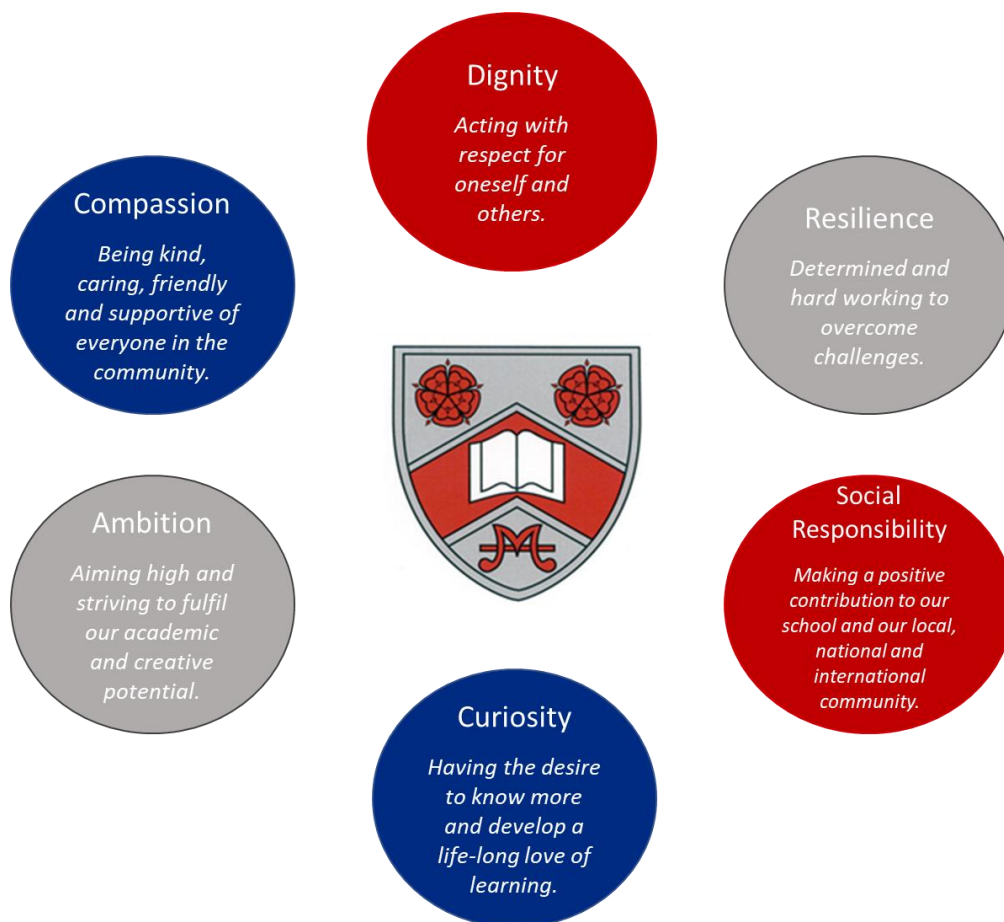
It is our aim to make all our students a PGHSuccess. A pupil becomes a PGHSuccess when they have the knowledge, skills, and personal attributes required to achieve their ambitions; academically, creativity and socially.

Our Mission is:

To help our students to achieve their version of PGHSuccess, we have set ourselves the mission of '*preparing articulate, questioning, tolerant and independent women for the future*', as we believe that these qualities which are central to success in our modern society.

Our Core Values:

In order to achieve our mission statement, our policies and actions are guided by six core values. These core values are interwoven throughout all we do in school, including forming the basis of our pastoral care.



1.0 Introduction

This policy statement sets out our 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.

1.1 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 provides information on the full range of education and training options available at each transition point;
- to hear from a range of local providers including
 - Hutton Grammar School
 - Runshaw College
 - Newman College
 - Myerscough College
 - Preston's College
 - Training 2000
 - Ask Apprenticeships

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.

1.2 All pupils in years 7 to 11 are given access to online guidance and personalised information and guidance via the *National Careers Service*.

1.3 All pupils in years 10 and 11 will have at least one face-to-face careers interview with an advisor, from Career North.

2.0 Management of provider access requests

2.1 Procedure

A provider wishing to request access should contact our Careers Leader:

John Ramsdale, Senior Assistant Headteacher

Telephone: 01772 743399 Email: j.ramsdale@penworthamgirls.lancs.sch.uk

Alternatively, a provider may contact:

Career North, CIAG Advisor Service

Email: careernorth@penworthamgirls.lancs.sch.uk

Hannah Thurston, Enterprise Advisor (Inspira Education), Lancashire Enterprise Company

Email: h.thurston@inspira.org.uk

3.0 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. These include:

- Futures Lunchtime Drop Ins (12:30 – 1:15pm)
- Regular assemblies (8:50 – 9:10am)
- Parents Information Evenings (see table below)
- Year 9 Futures Evening (see table below)
- Employer Talks – by arrangement
- Three annual festivals (October - Languages and Literature, March – STEM, July – Performing Arts) – including employer talks, virtual employer presentations, employer ‘speed-dating’ sessions etc., etc.
- Year 11 Mock Interviews – 15th December 2023
- Year 10 Work Experience Week - 20th – 24th May 2024)

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Several events have already been calendared for 2023 - 2024

Date	Year Group	Event	College/Sixth Form Attendance
Tuesday 27th November 2023	Year 11	Lunchtime <i>Q&A drop-in session and apply session in computer room - 12.30pm to 1.20pm</i>	Runshaw College
Wednesday 29th November 2023	Years 10 & 11	Assembly & Q&A (Encounter with a provider of technical education & apprenticeships)	Training 2000
Friday 30th November 2023	Years 8 - 11	Assembly & Q&A (Encounter with a provider of technical education & apprenticeships)	Preston's College
TBC	Years 10 & 11	Assembly & Q&A (Encounter No.3 for Y10 & 11 with a provider of technical education & apprenticeships)	Runshaw College
Tuesday 5th December 2023 5.30pm to 8pm	Year 9	Progress Evening	CNC Preston College Runshaw College Hutton Grammar School
Tuesday 12th December 2023 5.30pm to 8pm	Year 11	Progress Evening	CNC Preston College Runshaw College Hutton Grammar School
Friday 15th December 2023	Year 11	Employer Mock Interviews	
Thursday 11th January 2024	Selected Students Year 11	Preston's College Interviews (at PGHS)	Preston's College
Tuesday 23rd January 2024	Selected Students Year 11	Runshaw College Interviews (at PGHS)	Runshaw College
Thursday 18th April 2024	Year 9	Futures Evening	CNC Preston College Runshaw College

6.00pm to 7.30pm			Hutton Grammar School
Monday 20th - Friday 24th May 2024	All Year 10	Work experience	
Monday 24th June 2024	Year 10	Taster Day Runshaw College	Runshaw College
Tuesday 25th June 2024 5.30pm to 8pm	Year 10	Progress Evening	CNC Preston College Runshaw College Hutton Grammar School
Friday 28th June 2024	All Year 10	Taster Day Preston's College	Preston's College
Tuesday 2nd July 2024	All Year 10	Taster Day Cardinal Newman College Visit Day	Cardinal Newman College Visit Day
Friday 5th July 2024	All Year 10	Taster Day Hutton Sixth Form Grammar	Hutton Sixth Form Grammar

4.0 Premises and facilities

The school will make the main hall, training suite, 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 Lead or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for our Careers Library, which is managed by our CIAG Advisor. This facility is available to all students at lunch and break times.

5. 0 Monitoring, Evaluation and Review

The Headteacher will ensure that:

the work of the Careers Advisor and CEIAG events are supported and monitored

a member of the Senior Leadership Team has an overview of CEIAG work and reports regularly back to the team

The effectiveness of this policy will be measured in a variety of ways:

Feedback from stakeholders through mechanisms such as the Kirkland Rowell student and parent survey;

Feedback from external visitors to the school such as the School Improvement Partner (SIP) or Ofsted;

The number of students who are NEET in October having left the school in the previous summer. This figure can be compared to national figures as well as against the equivalent figure from similar schools both nationally and within the county.

6.0 Approval and review

Policy Reviewed / Updated	Committee
John Ramsdale, October 2021	Curriculum & Standards
John Ramsdale, September 2022	Curriculum & Standards
John Ramsdale, September 2023	PENDING

- New legislation will come into force on 1 January 2023 that will require schools to put on at least six encounters for pupils, over the course of school years 8 to 13, with a provider of technical education or apprenticeships. These provider encounters must take place during normal school hours and meet specific criteria.

- To promote the quality and consistency of provider encounters, the legislation includes a new set of minimum information that the school must ask the provider to give to pupils during each encounter.

All maintained schools and academies must provide six encounters with a provider of technical education or apprenticeships for year 8 to 13 pupils. We have timed these six meetings to inform consideration of post-14, post-16 and post-18 options and progression to the next stage of education or training.

As a minimum, schools must offer:

- Two encounters for pupils during the ‘first key phase’ (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.

- Two encounters for pupils during the ‘second key phase’ (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.

All six encounters must happen for a reasonable period of time during the standard school day. Provider encounters that take place outside of school hours, for example parents evenings, do not count towards fulfilment of the legal requirement for six provider encounters, but schools are still encouraged to provide these complementary experiences for pupils and their parents.

Schools and providers should work together and schools must ask each provider to provide information to pupils that, as a minimum, includes:

- information about the provider and the approved technical education qualifications or apprenticeships that the provider offers,

- information about the careers to which those technical education qualifications or apprenticeships might lead,

- a description of what learning or training with the provider is like,

- responses to questions from the pupils about the provider or approved technical education qualifications and apprenticeships.

Schools are already required by law to prepare a policy statement setting out the circumstances in which education and training providers will be given access to pupils. The new legislation requires schools to set out the times at which access is to be given and explain how they will meet the new legal requirement to put on six provider encounters.

Recognising that providers often have multiple qualifications and courses to offer to young people at different ages, the legislation includes flexibility for schools to arrange meetings with the same provider across more than one 'key phase'. For example, a school may invite an FE college to talk to pupils in the first key phase (year 8 to 9) about key stage 4 options and to talk to pupils in the second key phase (year 10 to 11) about post-16 options. However, within the same key phase, schools must always provide encounters with two different providers to meet the legal requirement. This means that an FE college talking to pupils multiple times across year 10 and 11 (the second key phase) would only count as one mandatory provider encounter under the terms of the legal duty.