



Careers Policy and Provider Access Statements

<u>DATE POLICY WRITTEN:</u>	<u>September 2020</u>
<u>GOVERNOR RATIFICATION DATE:</u>	<u>13th October 2021</u>
<u>DATE OF REVIEW:</u>	<u>September 2022</u>

Springwell Lincolnshire Careers Policy

One of the key aims of our curriculum model is to “*support students to make positive decisions about their future and next steps*”. We therefore believe that high quality careers education is a crucial part of the education that we provide for our young people.

NB: Throughout this policy, the term “Head of School” is used to describe the person with operational responsibility for an individual Springwell school. This could be the Head of School, Associate Principal or Executive Vice Principal with operational leadership responsibility for an individual Springwell school.

1. Careers Curriculum Intent

Our careers education curriculum at Springwell has been designed in order to:

- Raise the aspirations of all young people
- Challenge stereotypical thinking (in terms of gender etc)
- Increase motivation by linking activities in school with preparation for life post 16
- Ensure that all students are able to make and plan for positive choices about their future
- Ensure that all students have a positive destination to move onto when they leave Springwell
- Meet the Gatsby Benchmarks and our statutory requirements under section 42a of the Education Act 1997

2. Statutory requirements and recommendations

The careers provision at Springwell Lincolnshire is in line with the statutory guidance developed by the DfE, which refers to section 42A and 45A of the Education Act 1997¹. This states that all schools should provide independent careers guidance from year 8 onwards and that this guidance should:

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748474/181008_schools_statutory_guidance_final.pdf

Springwell Lincolnshire Provider Access Statement

This statement sets out our arrangements for managing the access of providers to our students for the purpose of giving them information about the provider's education or training offer. Springwell is fully compliant with the legal obligations created by Section 42B of the Education Act 1997.

All pupils in years 8-11 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 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.

A provider wishing to request access should contact the following colleagues at each school:

Lincoln: Sarah Jorgensen, the EVP with responsibility for Careers education
(sarah.jorgensen@springwell-lincs.co.uk)

Grantham: Natalie Myers, the Head of School with responsibility for Careers education
(natalie.myers@springwell-lincs.co.uk)

Mablethorpe: Jack Williamson, the Head of School with responsibility for Careers education
(jack.williamson@springwell-lincs.co.uk)

Spalding: Laura Turner, the Interim Head of School with responsibility for Careers education
(laura.turner@springwell-lincs.co.uk)

Our careers programme

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 following is the core entitlement for Key Stage 3. Students will access different aspects of this programme, depending on the length and context of their time with us:

- Careers education as part of our PSHE programme
- Curriculum work in all subjects which includes links to potential careers
- Curriculum trips which make links to potential careers explicit
- Assemblies which include careers information and inspiration
- Meaningful encounters with employers, in school or on trips and visits
- Personalised support for students and their families in Year 9 regarding next steps and options (if relevant, depending on context)

- Be impartial
- Include information on a range of pathways, including apprenticeships
- Be adapted to the needs of the pupil

Heads of school are responsible for ensuring that their careers programme is compliant with this obligation.

In addition, Spring Lincolnshire is compliant with the obligation that all schools give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships (see the section below on Provider Access).

3. Our careers programme

Individual careers programmes will be written by the Heads of School with Secondary leader as part of their curriculum development work. These programmes will respond to the needs of pupils in the school, the skills and expertise of staff working in the school, and the local context, career and labour market information. These careers programmes will be approved by the Executive Leadership Team and shared with the relevant Governors.

During key stage 4 all students will experience the following:

- Careers education as part of work towards NOCN qualification(s)
- Curriculum work in all subjects which includes links to potential careers
- Curriculum trips which make links to potential careers explicit
- Assemblies which include careers information and inspiration
- Meaningful encounters with employers, in school or on trips and visits
- Individual impartial and professional careers guidance
- Individual sessions and support as part of our careers and next steps support programme
- Visits from and trips to colleges and other post 16 providers

And some students will also experience the following:

- A meaningful experience of a work place, either by participating in voluntary work, or in a work placement relevant to their interests.

The school will make appropriate spaces available for discussions between the provider and students. The school will also make available AV and other specialist equipment to support the provider presentations. This will all be discussed and agreed in advance of the visit with the Head of School or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Head of School. The prospectus will then be made available to all students during their careers education.

These programmes will be shared with the NEETs prevention manager who will take day to day responsibility for ensuring that all pupils are appropriately supported in the finding and securing of appropriate next step pathways;

The following core entitlement areas will be included in the careers programme for every school.

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- Curriculum work in all subjects which includes links to potential careers
- Curriculum trips which make links to potential careers explicit
- Assemblies which include careers information and inspiration
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4. Resources

A budget for the development of the Careers Programme will be allocated from the overall school budget. Heads of Schools will be responsible for agreeing this allocation with Secondary Leaders, and for the effective deployment of this resource.

5. NEETs prevention

Our NEETs prevention officer works with Heads of School and secondary lead on activities designed to provide high quality advice and support leading to meaningful, appropriate and positive destinations whilst delivering The Gatsby Benchmarks at a school level.

The types of activities that the NEETs officer will run include:

- Working with students in school, in person or virtually

- Working with students and their families in the home, or on virtual calls
- Meeting with colleges and post 16 providers, virtually or in person

Specifically, support offered by our NEET prevention officer consists of but is not limited to-
Identifying appropriate destinations based on interests and likely academic achievement in year 11.

- Application letters and forms for post 16 courses and training offers.
- Interview and assessment centre preparation.
- Transporting students to interviews and assessment centres.
- Attending interviews and assessment centres with students as support where appropriate and allowed.
- Liaising with the providers of post 16 courses regarding students' learning and support needs.
- Finding appropriate work experience placements for students with high needs.
- Supporting students to write letters of interest to the providers of work experience placements.
- Conducting health and safety checks with new work experience providers.
- Liaising with work experience providers regarding students' learning and support needs.
- Regularly meeting with students and work experience providers to check how things are working, and provide support regular, frequent follow ups after students leave y11.
- Support as required for individual pupils for the first 12 months in post 16 destinations.

5. Quality Assurance and Development of Careers Education

The Heads of School will quality assure activities happening as part of the careers programme by applying our normal quality assurance systems.

The work of the NEETs prevention manager will be quality assured by the Executive Vice Principal with responsibility for Careers and impartial advice and support.

The Executive Leadership team will be responsible for the strategic development of careers education in each school. They will work with the Senior and Middle Leadership in each school to review provision in line with the Gatsby framework, and plan medium and long term development with a view to achieving the benchmarks.

6. Provider Access Statement

Each school will publish the shared provider access statement on their website, which will set out our arrangements for managing the access of providers to our students.

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- 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;
- understand how to make applications for the full range of academic and technical courses.

A provider wishing to request access should contact the person responsible for Careers at each Springwell school. This person and their contact details can be found on each individual school website, and in the separately published provider access statement.

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 core content of these programmes is outlined above. More details can be obtained from the Head of the relevant school, or from their Careers Lead, whose details will be on the website as above.

The school will make appropriate spaces available for discussions between the provider and students. The school will also make available AV and other specialist equipment to support the provider presentations. This will all be discussed and agreed in advance of the visit with the Head of School or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Head of School. The prospectus will then be made available to all students during their careers education.