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Chair of Governors: Mr Jonathan Phillips

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_____ learners who aspire for themselves and inspire others

Provider Access Policy (Careers)

(CPS-ST-P-POL-096)

Revision Number	Comments	Date
01	New Policy	March 2022
02	Reviewed with minor changes	June 2024
03		
04		

Endorsement

This policy was electronically endorsed for use by Governors on 24 June 2024

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1. Introduction

Calthorpe Park School is dedicated to providing the best possible education and support for its students. This policy statement sets out Calthorpe Park School's arrangements for managing the access of the providers to pupils at the school for the purpose of giving them information about the provider's education and/or training offer.

Provider Access Legislation (January 2023) identifies that schools are required to provide at least six encounters with providers of technical education or apprenticeships for all of their students (Years 8-11).

2. Student Entitlement

All students in years 7 to 11 at Calthorpe Park School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our careers programme, which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships, e.g. through activities and events such as options events, assemblies and taster events, as well as PSHE lessons.
- Understand how to make applications for the full range of academic and technical courses.
- Meet with our Careers advisor for bespoke guidance and support.

3. Management of provider access requests

A provider wishing to request access should contact Ms Bev Wayman, Careers Lead.

Telephone: 01252 613483

Email: b.wayman@cps.hants.sch.uk

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

	CURRICULUM AND EVENTS	METHOD OF DELIVERY
YEAR 7	<p>Introduction to Careers Careers, values and raising aspirations</p> <p>Developing skills and aspirations Teamwork and enterprise skills</p>	<p>PSHE Lessons</p> <p>Visits and talks from Industry professionals.</p>

	CURRICULUM AND EVENTS	METHOD OF DELIVERY
YEAR 8	Setting goals Learning strengths, career options and goal setting as part of the GCSE options process	PSHE Lessons Year 8 Options Assembly Year 8 Options Evening Visits and talks from Industry professionals.
YEAR 9	Community and Careers Equality of opportunity in careers and life Employability skills Employability and online presence	PSHE Lessons Workplace visits Visits and talks from Industry professionals.
YEAR 10	Careers and Aspirations Researching career options, college choices, CV writing and interview skills and readiness for work.	PSHE Rotation Lessons Visits and talks from Industry professionals. Year 10 Business Day (school day) Careers Fair/Post 16 Options Evening (Evening)
YEAR 11	Next steps Application processes, and skills for further education, employment and career progression	PSHE Rotation Lessons Careers Fair/Post 16 Options Evening (Evening)

Please speak to our Ms Wayman, Careers Lead, to identify the most suitable opportunity for you.

b.wayman@cps.hants.sch.uk

Safeguarding

Our Safeguarding Policy, Procedure and Guidance outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

Under the School's safeguarding policy, we ask providers who will have the opportunity for regular contact with children to have a DBS in place. Online protocols and policies will be shared and adhered to when activities are undertaken virtually.

Premises and facilities

The school will ensure that suitable venues are made available for discussions between providers and students. Online facilities will also be made available to all those that require them for virtual activities and experiences. Requirements regarding technical support and suitable facilities will be agreed in advance of the visit with the Careers lead.

Providers are welcome to leave relevant course literature and prospectus with the Career Leader, Beverley Wayman. Students will have access to this information at break, lunch, during 1:1 guidance meeting and during tutor time.

4. Links to other policies

This policy is linked to the following policies:

Careers Education and Guidance Policy
Safeguarding Policy, Procedure and Guidance

5. Monitoring Arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by the Careers Lead and Head of PSHE.

This policy will be reviewed by the Headteacher and Chair of Governors bi-annually.

At every review, the policy will be approved by the governing board.

6. Evaluation & Review

The implementation of this policy will be monitored by the Head Teacher, by the Senior Leadership Team and by the Governing Body.

The implementation of this policy will be reviewed, and its impact monitored, in accordance with the Governing Body's programme for Policy Review - refer to CPS-NS-X-PRO-002 Document Review Procedure.