

POLICY : Employer Access Policy

Date Adopted : 15 November 2018
Review Period : July 2020

**“I have come that you may have life, life to the full.”
(John 10:10)**

Our Mission is to inspire the community of All Saints School to embrace the fullness of life.

If there are any 'Safeguarding' issues that arise from the implementation of this policy then they should be dealt with in accordance with the school's Safeguarding policy. This policy may be found on the school website or accessed via the school office. Any emergency should be referred directly to the school by telephone or in person for the attention of the Designated Senior Person for Child Protection.

This policy should be read in conjunction with the Single Equality Policy. The general equality duty requires that, in the exercise of their functions, schools must have due regard to the need to eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act 2010. This school endeavours to advance equality of opportunity and foster good relations for all. This Policy has been reviewed in line with the 9 principles set out in the Single Equality Policy and an initial screening Equality Impact Assessment has been carried out.

Introduction

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make 14-19 choices that are right for them and to be able to manage their careers throughout their lives. The school follows the Careers Strategy: Making the Most of Everyone's Skills and Talents December 2017, requiring schools to secure access to independent careers guidance for pupils in years 7-11. Guidance must be presented in an impartial manner and promote the best interests of the pupils to whom it is given. Guidance also includes information on options available in respect of 16-19 education or training, including apprenticeships. This complies with the school's legal obligations under Section 42B of the Education Act 1997 and the Technical and Further Education Act of 2017.

Students 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.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies, careers fair, group discussions and taster events.
- Understand how to make applications for the full range of academic and technical courses.

The school endeavours to follow guidance from the DfE, QCA and OFSTED. This policy was developed and will be reviewed annually by the Board of Governors. It supports and is underpinned by key school policies including those for safeguarding, equal opportunities, equality, health and safety, most able, SEND, the school development plan and the marking and assessment for learning policy.

Objectives

The careers programme is designed to meet the needs of students at this school. It is differentiated and personalised to ensure progression through activities that are appropriate to students' stages of career learning, planning and development. Students are entitled to careers education and guidance that meets professional standards of practice and is person-centred, impartial and confidential. The programme will promote equality of opportunity, inclusion and anti-racism.

It will:

- Develop a sense of self awareness and a knowledge of their skills, abilities and potential;
- Acquire a knowledge of the world of work and the opportunities for continuing education, training and employment;
- Make decisions about their continuing education, training and employment choices and be able to implement those decisions;
- Acquire and recognise transferable skills which will allow them to be effective in a variety of situations in adult and working life.

Implementation

The Careers Lead coordinates the careers programme and is responsible to SLT. This area is supported by a link Governor. Work experience is also planned and implemented by the Careers Lead.

All staff contribute to careers education and guidance through their roles as tutors and subject teachers in consultation with the Ansbury Personal Advisor who provides specialist careers guidance. The careers programme includes careers education sessions, careers guidance activities (group work and individual interviews), information and research activities, individual learning planning/portfolio activities, work-related learning (including work experience) and opportunities to meet and work with employers and education training providers.

Any provider wishing to require access should contact: Rachel Stratton, Careers Lead, 01305 830658, rachelstratton@allsaints.dorset.sch.uk

Plan and Implementation

Details of the current aims of the school careers programme and how we will implement it are available on separate documents on the school website.

Premises and facilities

The school will make the main hall, 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. Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Library which is managed by the school librarian. This is available to all students at lunch and break times.

Partnership Agreement with Independent Careers Guidance Provider

An annual Partnership Agreement is negotiated between the school and Ansbury which identifies the contributions to the programme that each will make. Other links are being developed, eg with local 14-19 providers. Funding is allocated in the annual budget planning round in the context of whole school priorities and particular needs in the CEG area. The Careers Lead is responsible for the effective deployment of resources. Sources of external funding are sought.

Staff training needs are identified as part of the Partnership Agreement process with the Ansbury Guidance and in conjunction with the School Inset Coordinator. Funding is provided by school funds. The school will endeavour to meet training needs within a reasonable period of time.

The Partnership Agreement with Ansbury is reviewed regularly. The programme is reviewed annually by the Careers Lead and the Personal Advisor, using the local quality standards for CEG to identify desirable improvements, and a report is submitted to the Senior Leadership Team and Governors. Young people, staff, local employers and parents will be actively encouraged to be involved in all aspects of the monitoring, evaluation and review of IAG provision.