

Mowbray School:

***Careers and Enterprise Information and Guidance (CAEIAG) and Provider
Access Policy 2019***





What is a Career?

The term “Career” is used to explain the pathway that a young person takes as they mature. It relates to education, training and employment.

What is Careers Guidance?

This guidance will happen throughout school, through events, both formal and informal. School staff, professional Careers Advisors, visiting employers and school and college tutors will all contribute to the guidance a young person will receive.

When does Career Guidance occur?

It happens all the time. Class teachers will often refer to employment opportunities during lessons and form times. In addition to the ever-present advice and guidance available to students through their routine contact with staff, special events and meetings specifically aimed at refining and pursuing beneficial career paths take place throughout the school year.

What specialist advice will students receive?

A member of North Yorkshire County Council’s Career Advisory Service will meet individually with all students once a year in Year 9, 10 and 11. Reports are written and submitted to make part of the student’s annual review.

How will students develop employability skills and prepare for the transition from school to the work place.

As part of their PfA (Preparation for Adulthood), all students will have career related targets listed as part of their EHCP. The school will actively pursue the accomplishment of these areas of skill and knowledge. Part of this process will include encounters with potential employers. Employment and vocational experiences will be arranged to meet the individual needs and aspirations of the young person. Depending on the individual circumstances of each case, work placements may be arranged.

Where and when will work placements take place?

Every work placement will have been personally agreed and specified by a senior leader in school. Depending on the attributes of the young person attending, placements may be for short, or extended periods, be part or whole days. Work placements will generally be offered for students in years 10 and 11.

Will children be safe whilst on placements

In addition to working with NYCC Careers Advisory Service, Mowbray school will be working with NYBEP (North Yorkshire Business and Enterprise Partnership) who have, for many years, organised, monitored and evaluated work placements for students in North Yorkshire. Students will only participate in placements that meet all of the legislative and statutory requirements relating to school-centred work experience.



Mowbray: Provider Access Policy

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 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.

Management of provider access requests.

Procedure:

A provider wishing to request access should contact:

Nigel Wilford
Assistant Headteacher,
Telephone: 01677 422446;
Email: nigel.wilford@mowbrayschool.co.uk

Opportunities for access

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:



Careers Programme 2019

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| A stable careers programme | Careers Advisor meetings in Year 9, 10 and 11 |
| | Careers adviser available at EHCP reviews (Year 11) |
| | PSHE in KS3 and KS4 have specific "Careers" units |
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| Learning from labour market information | October Careers Event |
| | Visits to local businesses |
| | Careers talk through with NYBEP |
| | Vocational courses – in school and with external trainers. |
| Address the needs of each student | PSHE lessons |
| | 1-to-1 appointments with independent careers adviser for Year 9, 10 and 11 |
| | Visits to post-16 providers for individual students |
| | Individual work placements arranged |
| Linking curriculum learning to careers | Career posters in corridor for linking curriculum |
| | Signposting by teachers within lessons |
| | Enterprise lessons in KS3 and vocational courses in KS4 |
| Encounters with employers and employees | October Careers Event –Local Employers |
| | Careers talk through NYBEP |
| | Work Experience |
| | Vocational training at local businesses |
| Experiences of workplaces | Work Experience placements during Key Stage 4 |
| Encounters with further and higher education | October Careers Event – Post 16 Courses |
| | Visits to post-16 providers for individual students |
| Personal guidance | 1-to-1 appointments with independent careers adviser for Year 9, 10 and 11 |
| | Tutor times |
| | PSHE |
| | Occupational Studies Lessons in KS4 |

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

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 Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Library, which is managed by the Careers Leader.