



"Bringing out the Best in Everyone"

Buckinghamshire Council / Pebble Brook School

Careers and Employability Provider Access Policy

Signed _____ dated _____
Chair of Governors

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| Date Approved /Ratified | Summer 2025 |
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1. Introduction

The Careers curriculum at Pebble Brook School is known as *Works4U* and is adapted from the *Talentino* published scheme.

The information below fulfils the *Department of Education, July 2021: “Baker Clause”* and the *Provider Access Legislation, January 2023 and Section 42A, 42B, 45 and 45A of the Education Act 1997, Section 72 of the Education and Skills Act 2008, Schedule 4 (15) of the School Information (England) Regulations 2008.*

Careers and Employability in the classroom is a compulsory subject at Pebble Brook School from Year 7.

Pebble Brook School provides a relevant and engaging careers curriculum that is individualised to meet each young persons’ interests and needs. This is developed through a pupil’s time at the school and the opportunities we provide are always supportive of their individual abilities, strengths and skills.

1.1 Career Leads

Careers Leader

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Marcus is a CDI registered Careers professional: 567846.

There is a Curriculum Leader for Years 7-11 and a Curriculum Leader for Sixth Form.

2. Rationale

High quality careers education and guidance in school or college is critical to young peoples’ futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work, including the routes to jobs, training, opportunities and careers that they might find engaging and rewarding. It supports them to acquire the life skills, self-development and career management skills they need to achieve positive destinations. This is particularly true at Pebble Brook School because of our commitment to ‘Preparation for Adulthood’.

The Works4U programme, supported by the Transitions Team, helps pupils to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

As the World of Work and Opportunity provision develops and changes every year, it becomes increasingly important that all young people have a full understanding of all the options available to them Post 16 and Post 18,

including wider technical education and employment support options such as Inclusive Apprenticeships and Supported Internships.

3. Working with Parents and Carers

To support this, we work closely with and invite parents / carers to presentations, workshops, parent / carer events and evenings, transition reviews, exit plan meetings and visits, developing and evolving what we do based on feedback and partnership working.

4. Commitment

Pebble Brook School is committed to ensuring there is an opportunity for a range of education and training providers and employers to meet with and work with pupils for the purpose of providing them with opportunities leading to next steps – Apprenticeships, technical training, preparation for adulthood and / or employment. This means acting impartially, in line with statutory duty and DCI Professional Code of Practice and Ethics, and not showing bias towards any route, be that academic or technical.

Pebble Brook School endeavours to ensure that all pupils are aware of all routes and opportunities and are able to access information on technical options and apprenticeships and positively seeks to work with organisations and employers to that aim (*The Department of Education, July 2021: “Baker Clause”* supporting pupils to understand the full range of education and training options, and the *Provider Access Legislation, January 2023*).

5. Aims

Pebble Brook School’s policy for access to other education and training providers has the following aims:

- To develop the knowledge and awareness of our pupils of all career pathways available to them, including technical qualifications and apprenticeships.
- To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.
- To develop the employability skills, life skills and transferable skills needed for employment and preparation for adulthood.
- To reduce drop-out from courses and avoid the risk of pupils becoming NEET (Not in Education, Employment or Training).

- Prepare pupils for the transition to life after Pebble Brook School.
- Support pupils in making informed decisions which are appropriate for them.
- Provide pupils with well-rounded experiences.
- Develop personal characteristics such as social skills, communication, independence and resilience.
- Inspire and motivate pupils to develop themselves as individuals and live as independently as possible.
- Support pupils and families to access and make applications and have a successful transition to their next steps.

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

6. Statutory Requirements and Recommendations

The careers provision at Pebble Brook School is in line with the statutory guidance developed by the Department for Education, which refers to the *Department of Education July 2021: “Baker Clause” and Provider Access Legislation, January 2023, Section 42A, 42B, 45 and 45A of the Education Act 1997, Section 72 of the Education and Skills Act 2008, Schedule 4 (15) of the School Information (England) Regulations 2008.*

This states that all schools should provide independent careers guidance from Year 7 through to Year 13 and that this guidance should:

- Be impartial.
- Be individualised.
- Include information on a range of pathways, including apprenticeships.
- Be adapted to the needs of the pupil.
- Provide experience of the workplace, including work experience and encounters with employers and employees.

In addition, the school is compliant with the careers guidance that the Government set out for delivery from 5th January 2018: ‘*Careers Guidance and Inspiration for young people in schools*’. Pebble Brook School fully embraces Government requirements that all schools must give education and training providers the opportunity to talk to pupils about approved technical

qualifications and apprenticeships. Further information relating to this is set out later in this document under Provider Access.

7. Pupil Entitlement

Pebble Brook School fully supports the statutory requirement for pupils to have direct access to other providers of further education training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies, as part of the Works4U programme, during careers guidance meetings and Annual Reviews, in addition to providers attending careers events at school, talks from different employers, visits to careers fairs and visits to workplaces.

For a full overview of our careers programme, please see the Careers Activities planning strategy.

8. Careers Provision at Pebble Brook School

All pupils have access to the following:

- Careers and preparing for life after Pebble Brook School is a fundamental aspect of our Works4U curriculum.
- Visitors into school and off site visits support pupils in developing their understanding of a range of different Post 16 pathways.
- All pupils from Year 9 on have access to advice and guidance from our Careers Advisor.
- All pupils in Year 10 access a meeting with the school's Careers Advisor and Careers Leaders to explore future pathways to which parent / carers are invited.
- Pupils have access, through Buckinghamshire Council, the Careers Enterprise Company, CDI network, Bucks Skills Hub and Business First Partnership, to relevant careers events such as the Bucks Skills Hub Careers Fair in March and the Inclusive Skills Show in June, as well as STEM opportunities and careers talks and experiences.
- Work experience and experience of a work placement – one in Year 10, two in Year 11 and ongoing in Sixth Form, with the opportunity of extended placements from Year 10 following assessment, recommendation and parental consent.

9. Development

This policy has been developed and is reviewed annually by the Careers Leader and Line Manager (Headteacher) based on current good practice guidelines by the Department for Education, CEC and CDI. In addition to annual development, programmes undergo constant review and scrutiny, adapting and evolving to opportunity and the ever-changing nature of provision and the world of work.

10. Measurement of Intent and Impact of the Works4U Programme

10.1 Gatsby Benchmarks

All Gatsby Benchmarks returns are reviewed termly, working in partnership with our Enterprise Coordinator, Marie DeJla. Our latest termly return is as follows with the following caveats:

- College partnership needs development
- Personal Guidance will take place in the Summer Term.
- A new Chair of Governors and Governing Board were appointed in September 2024 and a new Careers Governor is to be appointed, affecting our Gatsby Score on the 1.A Stable Careers Programme.
- Our Enterprise Advisor is Ashly Ellis (tbc).

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|---|------|
| A stable careers programme | 94% |
| Learning from careers and labour market information | 100% |
| Addressing the needs of each pupil | 100% |
| Linking curriculum learning to careers | 100% |
| Encounters with employers and employees | 100% |
| Experiences of workplaces | 100% |
| Encounters with further and higher education | 100% |
| Personal guidance | 100% |

10.2 Earwig and Performance Measurement

Individual development and understanding of our Works4U programmes are mapped on our Earwig and Preparation for Adulthood programmes based on 8 key principles, based on the principles of Careers Guidance and employability skills:

- Tasks and Problem Solving
- Resources and Money
- Teamwork and Enterprise
- Self-awareness and Interaction Skills
- Travel Skills
- Job Market Knowledge and Work Experience
- Communication Skills
- Following Instructions and Organisational Skills.

10.3 Successful Completion of Periods of Work Experience and Job Offers

Assessed through partner employers, pupil and parental feedback.

10.4 Pupil, Parent / Carer and Employer Feedback

Works in partnership between pupils, parents / carers, providers, employers, colleagues and SMT from presentations, work experience and other opportunities, e.g. NCS and DofE.

11. Links with Other Policies

The Works4U programme supports and is underpinned by key school policies including those for Careers, PSHE, Child Protection, Equality and Diversity and SEND.

12. Curriculum Links

The review process is an essential part of the careers and destination programme, English, Maths, ICT and PSHE.

13. Equality and Diversity

Access to other providers is available and promoted to allow all pupils to access information about other providers of further education and apprenticeships. Pebble Brook School is committed to encouraging all pupils to make informed decisions about their future based on impartial information.

14. Requests for Access

14.1 Grounds for Granting Requests for Access

Access will be given for providers to attend during school assemblies, timetabled careers and raising aspirations events that Pebble Brook School is

arranging. Pupils may also travel to visit providers in partnership with the school.

14.2 Details of Premises or Facilities to be Provided to a Person who is Given Access

Pebble Brook School will provide an appropriate room or assembly hall to be agreed. Access to computers, projectors and screens will be provided. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate their needs.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Marcus Stewert-Williams, Careers Lead. This will be made available to pupils and families as appropriate.

14.3 Live / Virtual Encounters

Pebble Brook School will consider live online encounters with providers where requested and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

15. Community, Parent / Carer and Employer Links

15.1 Parents and Carers

Parental involvement is encouraged and parents are invited to attend events to meet transition and opportunity providers.

15.2 Management

The Careers Leader coordinates all provider requests.

15.3 Providers and Employers

Providers and employers who have been invited into school and whom the school, young people, parents and carers have worked with in 2024-2025 include:

New Meaning
Central Training
Buckinghamshire College Group
Mission Employable
Stony Dean / Adult Learning Supported Internship Programme
Talkback
Chiltern Rangers
AYA

Aylesbury Youth Motor Project
Road Farm
PRS
Sainsbury's
The Vana Trust
Animal Antiks
Foxglove Farm
Youth Concern
Orpheus College
NHS Choices College
Moulton College
Green Futures
Ashmead School
Waddesdon Manor
EKFB
The EDT
Blackwell Earthmoving

16. Destinations of Previous Pupils

Destinations of previous pupils from Pebble Brook School include:

New Meaning
Central Training
Buckinghamshire College Group
Mission Employable
Stony Dean / Adult Learning Supported Internship Programme
Talkback
Chiltern Rangers
Sainsbury's
K&Z Sheds
Derwen College
The Orpheus Centre Trust
The Linkage College Group
Moulton College
Berkshire College of Agriculture and the Windsor Forest Colleges Group
Buckinghamshire UTC
Great Western Railways