

Appendix 1: Careers Provider Access calendar 2022-2023



Bringing out the Best in Everyone"

Buckinghamshire Council / Pebble Brook School

Careers Provider Access Policy (the Baker Clause)

Signed _____ dated _____
Chair of Governors

Date Approved /Ratified	Summer 2022
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Date of next review	Summer 2023
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Purpose and background

This policy statement sets out Pebble Brook School's arrangements for managing the access of providers, (Education, Training, Support, and Social Development), to students at the school so they can tell them about the provider's education and training offer. This complies with our legal obligations under Section 42B of the Education Act 1997, the Baker Clause and the Skills and Education Act 2022.

Management and Monitoring of Policy

School: This policy is implemented and managed by the Headteacher/SLT, in consultation with the Curriculum Lead(s) for Careers and PSHE, FED Tutors and the Careers Lead

Governing Board : The Chair of Governors, The Governors Curriculum and Standards Committee and the Careers Governors approve and reviews this policy.

Approval: Approved by Pebble Brook School – June 2022.

Next review date: June 2023

Associated Policies:

- Curriculum Policy and Overview
- Equal Opportunities
- Special Educational Needs and Disability Policy
- Works4U (Careers Curriculum)
- Safeguarding/Child Protection
- Teaching, Learning and Assessment

Student Entitlement

Students in years 7-14 are supported to understand:

- To find out about technical and general education, education qualifications, Supported Internship and Apprenticeship opportunities, as part of an individualised careers programme which provides information on the full range of education, training and employment options available at each transition point;
- To hear from a range of local providers about the opportunities they offer, including technical education, employment and apprenticeships – through parents' evenings, parent information events, group discussions, presentations, tasters, and on-line events and meetings e.g. Zoom;
- To understand how to make applications for the full range of academic and technical courses, Supported Internships and employment opportunities.
- Pupils from year 9 onwards are given Careers, Information Advice and Guidance via a CDI Registered Professional Careers Adviser ahead of Annual reviews

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Management of Provider Access Requests

Procedure A provider wishing to request access should contact the Careers Leader: Marcus Stewart-Williams; email: mstewartwilliams@pebblebrookschoo.com ; tel: 01296 415 761

The following programme is proposed to allow access across the academic year: FED, 6th form students, will have meetings and presentations from Supported Internship providers, Training providers, Colleges and other relevant organisations and agencies. This programme will be updated annually as part of a Careers Timetable and adapt to meet the individual needs of all stakeholders including students, parents, and the development of opportunities. Within the time frame of weeks 12-15, 20-22, 27-33 and 39-41 pupils and students from years 9-14 will have the opportunity to meet and listen to training providers, supported internship providers, agencies, organisations, colleges and employers. Our individualised Curriculum and transition programme works with a range non-statutory providers such as New Meaning and BCA's school's programmes to offer the best opportunity for each individual, as and when required. Please see Appendix 1 for the 2022-2023 programme.

Opportunities for Access:

A number of events, integrated into the school careers and parent support programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents. Other opportunities may be arranged with one month's notice or instigated by the Careers Leader across the year subject to individual requirements as per individualised Careers programmes:

Year	Autumn Term	Spring Term	Summer Term
Year 7	<p>PSHE, Works4U (Careers Curriculum) -personal, life and employability skills across the year. Money and basic Economic skills</p> <p>Enterprise and Assembly opportunities: Xmas Fayre</p> <p>EHCP Annual Review - Information given to parents and young person</p>	<p>Introduction of risk assessment and travel training.</p> <p>Life Skills.</p> <p>Local business and economy.</p> <p>Parent Information events</p>	<p>Day trips to opportunity providers</p> <p>Enterprise and Assembly opportunities: Summer Fayre</p> <p>Parent Information events.</p>
Year 8	<p>PSHE, Works4U</p> <p>As above across the year</p>	<p>Preparation for Careers Week</p> <p>Careers Week-employment based activities with outside opportunity providers e.g. Bucks College Group, Central Training.</p>	As above

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Year 9	<p>PSHE, Works4U will focus on Enterprise and Assembly opportunities: Xmas Fayre</p> <p>Employability Skills</p> <p>As above across the year</p> <p>Money and basic Economics</p>	<p>Preparation for Careers Week</p> <p>Careers Week-employment based activities with outside opportunity providers e.g. Bucks College Group</p> <p>Employment/Vocational activities</p> <p>Vocational Options evening</p> <p>Careers Interviews and workshops</p>	<p>Vocational Options evening</p> <p>As above across the year</p>
Year 10	<p>Project Based Community Placement preparation</p> <p>PSHE, Works4U across the year</p> <p>Personal finance and economics.</p> <p>As with Years 7, 8 and 9</p>	<p>Project Based Community Placements</p> <p>College Experience-Health Tech</p>	<p>Careers Interviews and Work Experience Preparation</p> <p>Parent Information event</p> <p>As above across the year</p>
Year	Autumn Term	Spring Term	Summer Term
Year 11	<p>Work Experience PSHE, Works4U across the year</p> <p>Enterprise and Assembly opportunities: Xmas Fayre</p> <p>Careers Interviews and workshops</p> <p>As above across the year</p>	<p>Work Experience</p> <p>College Experience-Health Tech</p> <p>Opportunity information sharing</p> <p>As above across the year</p>	<p>As above across the year</p> <p>Bucks Skills Fair</p> <p>Taster day with central training</p> <p>Opportunity information sharing</p> <p>As above across the year</p>
Year 12 (FED)	Works4U with DWP lead Workshops	In school and individual Work Experience	Bucks Skills Fair

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	<p>As above across the year</p> <p>Small group sessions on future options</p> <p>Careers Interviews</p> <p>NCS with Action4Youth</p> <p>Provider small group sessions across the year</p> <p>Individual Work Experience placements, activities and opportunities across the year to include Restore Hope and Chiltern Rangers</p> <p>Careers Interviews</p>	<p>activities, opportunities and placements</p> <p>As above across the year</p>	<p>Taster day with central training</p> <p>As above across the year</p>
Year 13 (FED)	<p>Works4 U with DWP Lead workshops</p> <p>In school and individual Work Experience, Placements and College including day release opportunities are developed across the year</p> <p>The Inspirations Programme with Action4Youth across the year</p> <p>Penultimate EHCP meeting and transition development across the year</p>	<p>As above across the year</p> <p>Presentation from opportunity providers: Bucks Adult Learning Supported Internship, The Bucks College Group, Mission Employable and Central Training</p> <p>College Experience, Health Tech</p> <p>Careers Interviews</p> <p>As above across the year</p>	<p>As above across the year</p> <p>Taster day with central training</p> <p>Bucks Skills Fair</p> <p>Transition Preparation</p>

Year	Autumn Term	Spring Term	Summer Term
Year 14 (FED)	<p>As above across the year</p> <p>Careers Interviews</p> <p>Final EHCP meeting and further development of transition programme</p>	<p>As above across the year</p> <p>Presentation from opportunity providers: Bucks Adult Learning Supported Internship, The Bucks College Group, Mission</p>	<p>As above across the year</p> <p>Taster day central Training</p>

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	(as needed) Transition provision and preparation across the year	Employable and Central Training	
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Please speak to Marcus Stewert-Williams, email: mstewartwilliams@pebblebrookschoo.com to identify the most suitable opportunity for you.

The school policy on safeguarding/child protection sets out the school's approach to allowing providers into school as visitors to talk to our students.

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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the school. The Careers Leader will ensure that students have access to these materials at suitable times and upon request.

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Winter Term:

September Year 14 Students are accessing Central Training once a week
30th November Year 13 and 14 Student and parent presentation and meeting on with **Christie Lavery**, Supported Employment Manager, Buckinghamshire Adult Learning Supported Internship
Individual referrals and meetings are arranged as required e.g.
New Meaning, BCA Schools programme

Spring Term:

27th January year 13 and 14 Student and Parent presentation and meeting with **Cassandra Langhorn**, Training Manager, Mission Employable
22nd February Year 13 Student and teacher College Experience and workshop- Health Tech
25th February year 12, 13 and 14 meeting and presentation with **Karen Cox**, Centre Manager, Central Training Aylesbury
15th March Year 11 Student and teacher College Experience and Workshop-Health Tech
Week beginning 27th March Careers Week for years 8 and 9 Colleges, Training and Supported Internship Providers are invited to actively participate
Individual referrals and meetings are arranged as required

Summer Term:

Date tbc Years 11-14 Taster at Central Training
Dates tbc **Jose Marinho**, School Engagement & Careers Support Officer, Buckinghamshire College Group invited to meet and present to years 9, 11,12 ,13 and 14 students
Individual referrals and meetings are arranged as required