



## **Careers Provider Access Policy 2020/21**

Agreed date: Autumn 2020

Review date: Autumn 2021

Responsibility of: Careers Lead

# Reepham High School & College's Careers Programme 2020/21

The information in this statement relates to the delivery of careers guidance to year 8 to 13 pupils in accordance with Section 42A of the Education Act 1997.

At Reepham High School & College we are committed to providing all our pupils in years 7 to 13 with a comprehensive programme of careers education, information, advice and guidance (CEIAG) and work relating learning (WRL). We use the Gatsby Benchmarks and with the Compass online self-evaluation tool assess how our careers support compares against the eight Gatsby Benchmarks and the national average.

- ❖ Any bullet points with an Asterix is planned but may not go ahead due to Covid 19, at which point an alternative will be provided.

All pupils at Reepham High School & College take part in a stable careers education programme which encompasses the Gatsby Benchmarks and

- Aims to inspire as well as inform and guide pupils and parents about future study options and labour market opportunities.
- Is tailored to the needs of each pupil, embedding equality and diversity considerations throughout.
- Links curriculum learning with careers. Highlighting STEM subjects for a wide range of careers pathways.
- Providing encounters with employers and employees for all year group.
- ❖ All of Year 10 and Year 12 have experience of the work place with statutory work placement in the summer term to help their exploration of career opportunities and build up contacts.
- Every pupil from Year 7-13 has the opportunity for guidance interviews with our careers guidance adviser.

## Year 7

- ❖ All of the year group take part in Futures Day with careers learning workshops to help pupils understand more about themselves (self-development), know where to look for useful information (careers exploration) and plan for the futures (careers management) and team building skills (people management). They have speaker talks from a wide range of employment sectors to introduce gender diversity in job roles and not stereotypical roles (providing encounters with employers and employees).
- Through the PSHE Curriculum pupils are introduced to careers and the world of work, gaining an understanding and insight of the type of jobs available and what people do.

## **Year 8**

- ❖ The year group attend the Norfolk Careers and Skills Festival at the Norfolk Show ground to have the opportunity to meet future employers to gain an understanding of future labour market opportunities as well as a range of providers of higher education, employers from a range of industries and apprenticeship providers to gain information and understanding of the range of opportunities available post-16.
- They take part in Careers Impact Days with curriculum subjects which link the subject to future employment
- Pupils are given the opportunity to attend speaker talks from a diverse range of employment.
- Through the PSHE Curriculum pupils are introduced to careers and the world of work, gaining an understanding and insight of the type of jobs available and what people do.
- Optional access to impartial information, advice and guidance from the school's Careers Adviser

## **Year 9**

To help pupils make a decision on their GCSE preferences that are appropriate to their interests, talents and proposed career – pupils and their parents are invited to the:

- ❖ Post-16 Options Careers Fair with 6<sup>th</sup> form, further education, apprenticeship, technical and employer providers.

Pupils participate in

- ❖ BBC News School Report.
- ❖ Speed networking event with local employers linked to local LMI growth.
- Attend assembly presentations from 6<sup>th</sup> form, further education colleges, vocational courses technical courses and apprenticeships in preparation for option choices.
- Pupils are encouraged to go to visiting speaker talks from Alumni, sixth form, local colleges, training providers and employers linking future employment opportunities to the local Labour Market Information (LMI).
- Optional access to impartial information, advice and guidance from the school's Careers Adviser.
- The Careers Leader attends the Year 9 Options Evening.

## **Year 10**

Pupils are helped further with developing an understanding of careers opportunities, including apprenticeships, further and higher education as well as developing pupils' own employability skills. All of Year 10 participate in a two week work experience block placement at the end of the Summer Term.

- ❖ Statutory curriculum work experience block Summer Term.

- Employer speaker mornings. Attend variety of talks from different provider sectors.
- ❖ Post-16 Options Careers Fair with 6<sup>th</sup> form, college, apprenticeship, technical and employer providers.
- Attend assembly presentations from Higher Education, 6<sup>th</sup> form, further education colleges, vocational courses technical courses and apprenticeships.
- ❖ Have the opportunity to participate in 'Moving on Up' Day at the University of East Anglia.
- Pupils are encouraged to go to visiting speaker talks from Alumni, sixth form, local colleges, training providers and employers linking future employment opportunities to the local Labour Market Information (LMI).
- Access to resources and information available on Unifrog – the complete destinations platform for pupils regardless of their interests or academic ability.
- Optional access to impartial information, advice and guidance from the school's Careers Adviser.
- The Careers Leader attends the Year 10 Parents' Evening.

### **Year 11**

In Year 11 pupils will apply for their post 16 choice destination. They will consolidate the information and work experience they have gained to help with this decision. They will be helped and supported with this research and decision with the following events

- ❖ Careers Day 'Next Steps' event – participate in skills workshops and industry speakers from local growth employment sectors linked to Labour Market Information (LMI).
- ❖ Post-16 Options Careers Fair with 6<sup>th</sup> form, college, apprenticeship, technical and employer providers.
- Visiting speaker talks from Alumni, sixth form, local colleges, training providers and employers linking future employment opportunities to the local LMI.
- Apprenticeship Workshops to give help in how to source, how to apply with talks from current apprentices and with apprenticeship providers.
- Access to resources and information available on Unifrog – the complete destinations platform for pupils regardless of their interests or academic ability.
- Individual careers interview for advice, guidance and information with application process post 16.
- Sixth form, college open days, taster events.

## **Sixth Form**

For Years 12 and 13, this will include

- The College Enrichment Programme
- ❖ Careers Events & Talks
- ❖ Work Experience Placements
- Lectures & Talks
- Access to resources and information available on Unifrog – the complete destinations platform for pupils regardless of their interests or academic ability.
- Tutor Briefings
- ❖ Subject Specific talks and workshops

Please speak to Mrs C Durban, Reepham College Manager for further information of Reepham College's Careers Programme.

## **Careers Support for pupils with Learning Support & Special Educational Needs**

The Careers Adviser works closely with the SENCO and attends KS4 Education Health Care Plan (EHCP) meetings to support with information, advice and guidance on post-16 choices.

For Work Related Learning the Careers Adviser works closely with the Pupil Premium coordinators to help pupils with sourcing work placements.

## **Recording Progress**

Pupils receive an action plan after each individual careers interview. This is emailed to parents, pupils and tutors.

## **Parents/Carers**

At Reepham High School & College we work closely with parents and carers to support their children to make informed career choices. Parents and carers are encouraged to attend the careers events.

Parents / Carers are always very welcome to contact the Careers Adviser, Mrs E Edgill at [eedgill@reephamhigh.com](mailto:eedgill@reephamhigh.com) or 01603 870328 ext 253 to seek advice and ask any questions they might have regarding careers or work experience.

Mrs E Edgill  
Careers Adviser & Work Experience Co-ordinator  
November 2020