**Green Lane School Careers Policy Statement including Provider Access Policy Statement**

**Introduction**

Green Lane School provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils. This is developed throughout a pupil’s time at the school and is always supportive of their abilities, strengths and skills.

**Aims and purpose**

* Prepare pupils for the transition to life after Green Lane, 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 is possible

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

**Statutory requirements and recommendations**

The careers provision at Green Lane is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997.

This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

* be impartial
* include information on a range of pathways, including apprenticeships
* be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: ‘Careers Guidance and Inspiration for young people in schools.’ This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document, under Provider Access.

**Careers Provision at Green Lane**

All pupils have access to the following:

* Green Lane PSHE curriculum, Asdan awards have elements of careers education and preparation for work.
* Visitors in to school and offsite visits support pupils in developing their understanding of a range of different post 16 pathways.
* All pupils from Year 9 have access to advice and guidance from our school careers adviser.
* All pupils in Year 10 access a meeting with school careers adviser to explore future pathways

**Key Stage 3**

* Pupil pathways onto accredited and vocational courses are planned and prepared for in KS3
* Pupils take part in Enterprise projects across the school year
* STEM events and projects

**Key Stage 4 (in addition to KS3 ongoing provision)**

* EHCP reviews, one-to-one meetings with families, the school Careers Leader in Year 10 and Year 11 informs individual routes into Post 16 provision and appropriate and meaningful work experience opportunities
* Pupils will undertake either Work Based Learning, Work Experience or Work Based Placements depending upon individual need.

The overall organisation of work experience is undertaken by the school Careers Leader who liaises with the Upper School team to ensure the most relevant and engaging opportunities are taken.

Families are informed and communicated with throughout the process and a work experience agreement form and work experience information form are completed.

All pupils on placement are covered by the employers’ insurance and places of work are risk assessed by the Careers Leader.

**A Careers Overview**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Autumn** | **Spring** | **Summer** |
| **Year 7** | **Key Steps**  **PSE & Citizenship** | **Key Steps**  **PSE & Citizenship** | **Key Steps**  **PSE & Citizenship** |
| **Year 8** | **Key Steps**  **PSE & Citizenship** | **Key Steps**  **PSE & Citizenship** | **Key Steps**  **PSE & Citizenship** |
| **Year 9** | **Careers Event** | **Key Steps** | **Key Steps** |
| **Year 10** | **Careers Event** | **ASDAN and PSD** | **1:1 Guidance interviews** |
| **Year 11** | **Careers Event**  **1:1 Guidance interviews**  **ASDAN and PSD** | **ASDAN and PSD** | **Transition to new providers** |

**Providers Access Policy Statement**

**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 8-13 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 Dawn Robson, 11-25 Development Manager, Telephone: 01925 811617; Email: greenlaneschool\_careers@warrington.gov.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

**Premises and facilities**

The school will make the main hall, classrooms or meeting spaces 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 with Dawn Robson Careers Programme Lead.  This will be made available to pupils and families as appropriate.