

# Careers Guidance Provider Access Policy Statement



2023/24



## Careers Guidance Provider Access Policy Statement

Statutory/Non-Statutory:	Statutory
Approval Level:	Whole Governing Body
Governing Body Ratified:	18 <sup>th</sup> January 2023
Reviewer:	Andrew Paterson, Faculty Leader for IAG and Careers

**Review Date:** January 2023

**Next Review Date:** January 2024

*Cantell – An exceptional school experience:  
Academic excellence / Exciting teaching & learning  
Life-changing opportunities / A richly diverse community*

## **Careers Guidance Provider Access Policy Statement**

### **Introduction**

This policy statement sets out the school's arrangements for managing the access of providers to students 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.

### **Student entitlement**

All students in years 7-11 are provided with the opportunity to

- find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point;
- hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships through options and careers events, assemblies, group discussions and taster events;
- understand how to make applications for the full range of academic and technical courses, employment with training and apprenticeships.

**For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for students during the 'first key phase' (year 8 to 9) and two encounters for students during the 'second key phase' (year 10 to 11).**

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)
- answer questions from students.

### **Meaningful provider encounters**

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the Making it meaningful checklist.

<https://resources.careersandenterprise.co.uk/resources/making-it-meaningful-benchmark-7>

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our students.

## **Previous providers**

In previous terms/years we have invited the following providers from the local area to speak to our students:

- BOOM Training
- Construction Industry Training Board
- HIT Training
- HTP Apprenticeship College
- Kiwi Education
- PETA
- Remit Training
- SETA
  
- Barton Peveril College
- Bitterne Park Sixth Form College
- Brockenhurst College
- Eastleigh College
- Fareham College
- Itchen College
- Military Preparation Training College
- Peter Symonds College
- Richard Taunton College
- Southampton City College
- Sparsholt College
- St Anne's Sixth Form College
- Totton College
  
- Bournemouth University
- Solent University
- University of Chichester
- University of Portsmouth
- University of Reading
- University of Southampton
- University of Winchester

## **Destinations of our students**

Last year our year 11 students moved to a range of providers in the local area after school:

- Barton Peveril College
- Bitterne Park Sixth Form College
- Brockenhurst College
- Eastleigh College
- Fareham College
- Itchen College
- Peter Symonds College
- Richard Taunton College
- Southampton City College

- Sparsholt College

## Management of provider access requests

### Procedure

A provider wishing to request access should contact our Careers Leader:

Mr Andrew Paterson, Faculty Leader for IAG and Careers

Telephone: 02380323111

Email: [andrew.paterson@cantell.co.uk](mailto:andrew.paterson@cantell.co.uk)

### Opportunities for access

The school offers the four provider encounters required by law (marked in italics and underlined) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to students and/or their parents or carers.

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

Year	Autumn Term	Spring Term	Summer Term
7	<b>Horizons Fair</b> Inspirational speakers Colleges  <b>Apprenticeships Information Assembly</b>	<b>National Careers and Apprenticeships Week</b> Careers and apprenticeships sessions during lesson A and timetabled lessons  <b>Careers Lessons</b> Timetabled careers lessons through CPSD	<b>Careers Advice</b> Opportunity to book one to one meetings with Careers Adviser  <b>Cantell Careers Fair</b> Colleges Universities Armed Services Careers Advisers Training Providers Employers
8	<b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers  <b>Horizons Fair</b> Inspirational speakers Colleges	<b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers  <u><b>National Careers and Apprenticeships Week</b></u>	<b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers  <u><b>Solent University Campus Visit</b></u>  <u><b>Cantell Careers Fair</b></u>

	<p><b>Apprenticeships Information Assembly</b></p>	<p><u>Careers and apprenticeships sessions during lesson A and timetabled lessons</u></p> <p><b>Careers Lessons</b> Timetabled careers lessons through CPSD</p>	<p><u>Colleges</u> <u>Universities</u> <u>Armed Services</u> <u>Careers Advisers</u> <u>Training Providers</u> <u>Employers</u></p>
9	<p><b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers</p> <p><b>Horizons Fair</b> Inspirational speakers Colleges</p> <p><b>Apprenticeships Information Assembly</b></p>	<p><b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers</p> <p><b>Careers Lessons</b> Timetabled careers lessons through CPSD</p> <p><b>Future Focus Day</b> Career Aspirations and LMI Apprenticeships GCSE Options Further Education Academic and Vocational Options Higher Education Resilience</p> <p><b>Future Focus Information and Options Evening</b> Information about KS4 courses Colleges Universities Armed Services Careers Advisers Training Providers Employers</p>	<p><b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers</p> <p><b>Get Inspired Careers Fair</b> Visit to careers fair</p> <p><b>University of Southampton</b> Campus visit</p> <p><b>Cantell Careers Fair</b> Colleges Universities Armed Services Careers Advisers Training Providers Employers</p>

		<p>Apprenticeships Information Presentations</p> <p><b>National Careers and Apprenticeships Week</b> Careers and apprenticeships sessions during lesson A and timetabled lessons</p>	
10	<p><b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers</p> <p><b>Horizons Fair</b> Inspirational speakers Colleges</p> <p><b>Apprenticeships Information Assembly</b></p> <p><b>CPSD Empower Day</b> Work Experience Enterprise Careers Finance</p>	<p><b>Careers Advice</b> Opportunity to book one to one meetings with Careers Advisers</p> <p><b><u>National Careers and Apprenticeships Week</u></b> <i>Careers and apprenticeships sessions during lesson A and timetabled lessons</i></p> <p><b>Future Focus Information Evening</b> Colleges Universities Armed Services Careers Advisers Training Providers Employers Apprenticeships Information Presentations</p> <p><b>Careers Lessons</b> Timetabled careers lessons through lesson A</p>	<p><b>Careers Advice</b> One to one meetings with Careers Advisers</p> <p><b><u>College Assemblies</u></b> <i>Colleges and training provider present to students outlining what they have to offer and why students should consider applying</i></p> <p><b>Careers and Apprenticeships Show</b> Visit to careers fair event</p> <p><b>Careers Lessons</b> Timetabled careers lessons through lesson A</p> <p><b><u>Cantell Careers Fair</u></b> <i>Colleges Universities Armed Services Careers Advisers</i></p>

		<p><u>College Assemblies</u> <u>Colleges and training providers present to students outlining what they have to offer and why students should consider applying</u></p> <p><b>College Open Evenings</b> Students encouraged to attend</p>	<p><u>Training Providers</u> <u>Employers</u></p> <p><b>College Taster Days</b> <u>Students visit colleges and follow a programme of lessons for the day</u></p> <p><b>College Open Evenings</b> Students encouraged to attend</p> <p><b>Work Experience</b> Students undertake a one week work experience placement</p>
11	<p><b>Careers Advice</b> One to one meetings with Careers Advisers</p> <p><u>College Assemblies</u> <u>Colleges and training providers present to students outlining what they have to offer and why students should consider applying.</u></p> <p><b>College Open Evenings</b> Students encouraged to attend.</p> <p><b>Apprenticeships Information Assembly</b></p> <p><b>IAG Empower Day</b> Post 16 Options College and Job Applications University Life and Opportunities</p>	<p><b>Careers Advice</b> One to one meetings with Careers Advisers</p> <p><b>College Open Evenings</b> Students encouraged to attend.</p> <p><b>National Careers and Apprenticeships Week</b> Careers and apprenticeships sessions during lesson A and timetabled lessons</p> <p><b>Future Focus Information Evening</b> Selected students Colleges Universities Armed Services Careers Advisers Training Providers Employers</p>	<p><b>Careers Advice</b> One to one meetings with Careers Advisers</p> <p><b>Meeting with College representatives and visits to colleges</b> Representatives from colleges meet with students and selected students visit colleges as part of the transition process</p>

	<p>Personal Statements Curriculum Vitae Cover letters Interview Preparation Finance</p> <p><b><u>Cantell Further Education and Apprenticeships Fair</u></b> <u>Colleges and Training Providers</u></p> <p><b>College Application Day</b> Students complete online applications with support from college representatives.</p> <p><b>Mock Interview Day</b> Students receive a mock college/job interview which lesson A teachers help them prepare for.</p>	<p>Apprenticeships Information Presentations</p>	
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- Careers advice for parents and students at Parent Evenings.
- Careers and education advice meetings for students throughout the academic year.
- Lesson A sessions and assemblies.
- Careers talks delivered by employers during options lessons.
- STEM trips and competitions.
- Visits to the workplace, colleges and universities including Oxbridge.

For more detailed information on the events listed in our Careers Programme, please refer to the Careers section of the Cantell School website.



Careers Education, Information, Advice and Guidance (CEIAG) is supported by independent and impartial Careers Advisers Ms Theresa Petzold and Ms Geeta Uppal. Ms Petzold is available to meet with students in the Employability and Enterprise Hub every Wednesday and Friday and fortnightly on a Tuesday and Ms Uppal every Tuesday. Appointments are scheduled for all KS4 students and can also be booked by students in Y7-11 through their Head of Year, the Careers Leader or Careers Adviser.

We work closely with The Careers and Enterprise Company, Solent Local Enterprise Partnership, EBP South, Southern Universities Network, University of Southampton, Solent University, the University of Reading, local further education institutions and training providers and have an Enterprise Adviser to support with CEIAG provision.

If you are interested in contributing to our careers programme, please speak to our Careers Leader Mr Andrew Paterson to identify the most suitable opportunity for you.

Telephone: 02380323111

Email: [andrew.paterson@cantell.co.uk](mailto:andrew.paterson@cantell.co.uk)

### **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 be discussed and agreed in advance of the visit with the Faculty Leader for IAG and Careers, a member of the CEIAG team, or member of staff organising the activity.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

### **CEIAG Team**

Mr Stephen Godwin, Assistant Headteacher

Mr Andrew Paterson, Faculty Leader for IAG and Careers (Careers Leader)

Ms Runyararo Mudzamiri, Empower Lead (Employability Skills)

Providers are welcome to leave a copy of their prospectus or other relevant literature for the careers and post 16 education area in the Learning Resource Centre. This area is managed by the Careers Adviser. The Learning Resource Centre is available to all students at lunch and break times where they have the opportunity to access further and higher education prospectuses and careers and apprenticeships literature. This literature is also available to students outside the Employability and Enterprise Hub.

### **Complaints**

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via

provideraccess@careersandenterprise.co.uk