

Careers Education Information, Advice and Guidance (CEIAG) Policy including Provider Access Policy Statement

Introduction

The Pines provides a relevant and engaging careers curriculum which meets the differing needs and requirements of all our students. This is developed throughout a student's time at the school and is always supportive of their abilities, strengths and skills.

Aims and purpose

- Prepare students for a successful transition into life after The Pines
- Support students and parents / carers in making informed decisions which are appropriate for them for Post 16 provision
- Provide students with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate students 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 The Pines 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 student

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.

The overall organisation of work experience is undertaken by the school Careers Leader who ensures the most relevant and engaging opportunities are taken.

Providers Access Policy Statement

Introduction

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

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

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 pupils from the provider)

- answer questions from pupils.

Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the [Making it meaningful checklist](#).

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

Destinations of our pupils

From September 2018 The Pines has grown into secondary provision, July 2022 was the first time The Pines had a Year 11 cohort who moved on to Post-16 provision. Last year our year 11 pupils moved to range of providers in the local area:

Setting	No. of Students	Curriculum Focus
Baskerville	3	Employment, Independent Living, Community Inclusion and Health.
Oscott Manor	2	Continued learning and Employability.
Queensbury School	3	Continued learning, Independent Living and Community Inclusion.
HBVC	3	Independence Skills and Employment.
QAC	1	Continued learning, Preparation for Life and Employment.
Solihull College	1	Mainstream College (Student enrolled on a barbering course)
South and City College	1	Mainstream College (Student enrolled on a construction course)
BMET	1	Mainstream College (Student enrolled on a business course)

Management of provider access requests

Procedure

A provider wishing to request access should contact Alex Lawrence, Deputy Headteacher, a.lawrence@pines.bham.sch.uk.

Opportunities for access

The school offers the six provider encounters required by law 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 pupils or their parents or carers.

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

	Autumn Term	Spring Term	Summer Term
Year 8	Event for University Technical College	Employer event for pupils, parents – market stall event giving overview of local, regional and national opportunities and skills requirement	Technical/vocational tasters at local college/s, training providers
Year 9	Meeting with careers adviser	KS4 options events – Post-16 settings and apprenticeship providers attending to give presentations / provide workshops to pupils	<i>No encounters – legislation requires encounters to take place by 28 February if in year 9</i>
Year 10	Post 16 technical education options assembly with General Further Education College Life Skills – work experience preparation sessions	Technical/vocational tasters at local college/s, training providers	Technical/vocational tasters at local college/s, training providers
Year 11	Post 16 provider open evenings. Post 16 apprenticeships assembly Meetings with careers lead Post 16 Applications / EHCP Review.	Post-16 interviews	<i>No encounters – legislation requires encounters to take place by 28 February if in year 11</i> Confirmation of post-16 education and training destinations for all pupils

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly Alex Lawrence.