

# Great Yarmouth Charter Academy

## Careers Education, Information and Guidance

### Provider Access Policy

#### 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.

#### Vision

Every Charter pupil leaves with the drive, skills, knowledge and understanding to reach their chosen career goal. We believe that we give Charter pupils a special perspective on life. We imbibe them with the skills and belief to successfully compete with pupils from other schools. The Careers programme supports this and aims to prepare pupils for their transition into post-16 education and then on to the world of work. We intend to raise the aspirations of our students and improve their social mobility, develop 7 employability skills and enhance their knowledge of the labour market whilst providing them with access to all available career pathways. Students will experience a range of encounters which will include employers and employees, colleges and universities and have opportunities for personal guidance.

As we are now in the midst of the Covid-19 pandemic and unemployment for the next few years looks to be rising, our students will need to not only succeed in their curriculum subjects but also have the knowledge and inspiration from Careers to drive them forward and so find employment in the future.

Great Yarmouth Charter Academy has a statutory duty to adhere to the Careers Strategy and Statutory Guidance published in January 2018 and is working to achieve the eight Gatsby Benchmarks

#### Useful Links

The [National Careers Service](https://nationalcareers.service.gov.uk/) also has a lot of information that will help you build a CV and develop an action plan.

<https://nationalcareers.service.gov.uk/>

You can find courses and learning providers on [Help You Choose](https://helpyouchoose.org/content/). Once you have chosen your course/s (you can choose as many as you want to) you can apply online. You can also use [Kudos](https://kudos.org/) to find careers that might suit you.

<https://helpyouchoose.org/content/>

## **Pupil entitlement**

All pupils in years 7-11 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 Howard Wyatt, Careers Lead

Telephone: 01493 842061; Email: [howardwyatt@inspirationtrust.org](mailto:howardwyatt@inspirationtrust.org)

## **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:

## Charter Careers Programme

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
<b>Year 7</b>	<p>Pupils understand and can use employability skills through the Charter ethos and SLANT / STEPS and SHAPE <i>Gatsby 2,3,5</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 1,2,3,4</i></p> <p>STEM talk (by STEM co-ordinator) presentation to whole year group through assembly <i>Gatsby 1,2,3,4</i></p> <p>UniFrog Introduction and Registration <i>Gatsby 2,3</i></p>	<p>Pupils produce an e-portfolio describing themselves and self assessing their strengths and weaknesses <i>Gatsby 3,2,8</i></p> <p>Pupils are able to recognise when they are using qualities and skills that entrepreneurs demonstrate <i>Gatsby 2,3,4,5</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 1,2,3,4</i></p>	<p>Pupils describe different explanations of what careers are and how they can be developed <i>Gatsby 2, 3</i></p> <p>Identify how to stand up to stereotyping and discrimination that is damaging to you and those around you <i>Gatsby 2,3</i></p> <p>Employer encounter opportunity <i>Gatsby 5</i></p>
<b>Year 8</b>	<p>Students are able to focus on the positive aspects well-being, progress and achievements <i>Gatsby 2,3,4,8</i></p> <p>Students identify personal networks of support, including how to access and make the most of impartial face-to-face and digital careers information, advice and guidance services <i>Gatsby 2,3,4,8</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4,8</i></p>	<p>Students give examples of different kinds of work and why people's satisfaction with their working lives can change <i>Gatsby 2,3,4,8</i></p> <p>Employer encounter opportunity <i>Gatsby 5</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4,8</i></p> <p>Know how to identify and systematically explore the options open to you at a</p>	<p>Students recognise the skills and qualities they have demonstrated both in and out of school that will help to make them employable <i>Gatsby 2,3,4,5</i></p> <p>Employers talk in assembly focusing on introducing the skills needed for employability <i>Gatsby2, 5</i></p> <p>Pupils know how to prepare and present themselves well when going through a selection process <i>Gatsby 3, 5</i></p>

	UniFrog Introduction and Registration <i>Gatsby 2,3</i>	decision point <i>Gatsby 2,4</i>	
<b>Year 9</b>	<p>Students explain how they are benefitting as a learner from careers, employability and enterprise activities and experiences <i>Gatsby 2, 3,4,5,</i></p> <p>Pupils are aware of laws and bye-laws relating to young people's permitted hours and types of employment and how to minimise health and safety risks <i>Gatsby 3,5</i></p> <p>UniFrog Introduction and Registration <i>Gatsby 2,3</i></p>	<p>Pupils investigate different types of organisational structure and consider their fitness for purpose <i>Gatsby 2,5,6</i></p> <p>Students are aware of what Local Market Information (LMI) is and how it can be useful <i>Gatsby 2,4</i></p> <p>Norfolk Careers Fair <i>Gatsby 5</i></p> <p>Students are given guidance on how their subjects/learning support them into career <i>Gatsby 2,3,4,8</i></p>	<p>Students show that they can manage their own budget and contribute to household and school budgets <i>Gatsby 3,6</i></p> <p>Pupils show that they can be positive, flexible and well-prepared at transition points in their life <i>Gatsby 3</i></p> <p>Pupils find out from their teachers what they need to do in order to improve in their subjects <i>Gatsby 3,4</i></p>
<b>Year 10</b>	<p>Pupils are able to explain what pathways are open to them <i>Gatsby 2,3,4,7</i></p> <p>UniFrog Introduction and Registration <i>Gatsby 2,3</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4,8</i></p> <p>Pupils recognise how they are changing, what they have to offer and what's important to them <i>Gatsby 3</i></p>	<p>1:1 meeting with Careers' advisor <i>Gatsby 8</i></p> <p>Students are able to find relevant LMI and know how to use it in career planning <i>Gatsby 2,3,4,5,7</i></p> <p>Work placements <i>Gatsby 2,3,4,5,6</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4,8</i></p>	<p>Work encounters <i>Gatsby 2,3,4,5,6</i></p> <p>Local college and university visits <i>Gatsby</i></p> <p>Pathways are recapped <i>Gatsby 2,3,4,7</i></p> <p>Great Yarmouth Careers' Fair <i>Gatsby 2,4,5</i></p> <p>Students are given guidance on how their subjects /learning support them into career pathways <i>Gatsby 2,3,4,8</i></p>

	<p>1:1 meeting with Careers' advisor <i>Gatsby 8</i></p>		<p>Drop down day with help from colleges and employers on CV writing, personal statements, mock interviews, college and university presentations and college application <i>Gatsby 2,3,4,5,6,7</i></p> <p>1:1 meeting with Careers' advisor <i>Gatsby 8</i></p>
<b>Year 11</b>	<p>1:1 meeting with Careers' advisor <i>Gatsby 8</i></p> <p>UniFrog Introduction and Registration <i>Gatsby 2,3</i></p> <p>Personal statements and CVs updated <i>Gatsby 2,3,4,5,7</i></p> <p>Colleges applied for <i>Gatsby 7</i></p> <p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4</i></p> <p>Presentations in assembly from local colleges and UEA Pathways are explained again <i>Gatsby 2,3,4,7</i></p>	<p>Students are given guidance on how their subjects/learning support them into career pathways <i>Gatsby 2,3,4,8</i></p>	

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

## 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 Audio Visual 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 at reception to be passed on to the Careers Lead.

### **Approval and review**

Approved [date] by Governors at Curriculum and Standards Committee

Next review: [date]

Signed: [name] Chair of Governors [name] Head teacher