

# Careers Provider Access Policy



Key Responsibility area:	NA/SW&C
Last Review:	October 2023
Next Review:	October 2025

## Revision History

Version	Date	Amendments	Initials
1.0	12.01.22		NA
2.0	09.01.23		NA
3.0	02.10.23	Updated annual programme	NA

## Introduction

This policy statement sets out Testwood Schools' arrangements for managing the access of providers to students at the school for the purposes of giving them information about the provider's education or training offer. This complies with the Academy's legal obligations under Section 42B of the Education Act 1997.

## Student entitlement

Students 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 evenings, 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: **Mr N Ainsworth, Careers Lead:**  
Telephone: 023 80862146 / Email: [nainsworth@testwoodschoo.co.uk](mailto:nainsworth@testwoodschoo.co.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 students and/or their parents/carers –

### APPENDIX 1: ANNUAL CALENDAR OF EVENTS

Please speak to our named Careers Lead to identify the most suitable opportunity for you. The Testwood School policy on safeguarding sets out the approach to allowing providers into school as visitors to talk to our students. The Safeguarding Policy is available on our website [www.testwoodschoo.co.uk](http://www.testwoodschoo.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. We 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 Co-ordinator. Providers are welcome to leave a copy of their prospectus or other relevant course literature with our Careers Co-ordinator who will distribute the relevant information to students.

This policy was approved by the Board of Trustees and will be reviewed bi-annually.

## Testwood School – Careers, Information, Education and Guidance Annual Programme 2023-24 (CIEAG)-Appendix 1

Year 7	Autumn Term 1	Spring Term 2	Summer Term 3
		<p>PSHE –Careers: Intro. Into World of Work (3 sessions-Interests, qualities and skills)-Spring 1 Business Speed Networking Event- 19th March 2024 NCW Assembly &amp; Events 4<sup>th</sup> March -9<sup>th</sup> March 2024</p>	
Year 8	Term 1	Term 2	Term 3
	<p>PSHE –Careers choices &amp; options. (4 sessions-choosing GCSE's and employability skills)</p>	<p>Choices Assembly- January 2024 (Careers Advisor) Year 8 Business Speed Networking Event. 20th February 2024 Period 4 / 5. Information and Options Evening 25<sup>th</sup> January 24 (Careers Advisor in attendance) NCW Assembly &amp; Events 6<sup>th</sup>-9<sup>th</sup> March 2024</p>	<p>- (SUN) Network day Pd1-4 (Career traits, prospects and opportunities)-End June / early July</p>
Year 9	Term 1	Term 2	Term 3
	<p>PSHE –Careers –qualities &amp; employability skills. Money Explorer- Career Pilot Network (SUN) TBC Business Speed Networking Event- 28<sup>th</sup> November 2023</p>	<p>PSHE-(Careers-4 sessions on personal qualities, exploring industry/careers, introduction to apprenticeships). NCW Assembly &amp; Events 4-9<sup>th</sup> March 2024 IBM Futures Competition- June 2024</p>	<p>Southampton University-Careers &amp; Apprenticeship Fayre May 2024 Southampton –Get Inspired Event. 9<sup>th</sup> May 2024 Festival of Industry Event-November 2023 &amp; June 2024</p>
Year 10	Term 1	Term 2	Term 3
	<p>Discover Apprenticeships S.U.N workshop Nov-Dec.23 Discover you career- S.U.N workshop Nov-Dec 23 Early Careers Interview (additional interviews for Disengaged /SEN/ PP students). Nov. Yr11 Mocks.</p>	<p>Oxford University Trip- January 2024 (TBC) (More Able students). Careers Mentoring (additional interviews for disengaged/SEN/PP/ low career aspiration students) Totton College Futures Fair-March 2024  NCW Assembly &amp; Events 4<sup>th</sup>-9<sup>th</sup> March 2024 Year 10 Work Experience Info. Evening-7<sup>th</sup> Dec.23 Year 10 Work Experience: Sept. 2024</p>	<p>Careers Interviews-May- June (interviews for disengaged/SEN/PP/ low aspirations students)  PSHE-Careers Post 16 choices, apprenticeships-future jobs (Summer -1-Choices/Apprenticeships/Work prep./CV's )  Southampton Apprenticeship Fayre-May 2024 Get Inspired Events-New Forest and Southampton May 2024  Festival of Industries- Southampton University and Bournemouth University. May- June 2024</p>

			College Taster Days- Beginning of July 1 <sup>st</sup> – 12 <sup>th</sup> July 2024
<b>Year 11</b>	<b>Term 1</b>	<b>Term 2</b>	<b>Term 3</b>
	Careers refresher – Careers Advisor Careers Information & Guidance Evening – 20th Sept 23. Careers Mentoring (additional interviews for disengaged/SEN/PP students) Further Education Assemblies- September-October 2023 PSHE: Careers-personal statements Post 16 Ed.(4 lessons-plus Money Management)	Careers Mentoring (additional interviews for disengaged/SEN/PP students) Brock College Interviews- Jan –March 2024 (onsite) NCW Assembly & Events 4 <sup>th</sup> -9th March 2024	Careers Mentoring (additional interviews for disengaged/SEN/PP students)

This Careers programme of events is subject to change due to events being cancelled or postponed by event organisers providing the event for Testwood pupils. All Testwood School events will go ahead as planned in most cases unless due to unforeseen reasons they need to be cancelled or re-arranged. Some events as yet have not confirmed dates.