



## **Careers & Access Policy**

**2019/20**

## **CAREERS & ACCESS POLICY**

### **Aims**

At Denton Community College we aim to raise aspirations, challenge stereotypes and encourage students to consider a wide range of careers. Through careers education, information, advice and guidance (CEIAG) it is hoped that students will be encouraged to make the most of their talents and to go on to jobs or courses which suit their needs and intelligence.

In particular we intend our students to:

- Develop a broad understanding of the world of work and an ability to respond to changing opportunities.
- Develop independent research skills so that they can make good use of information and guidance.
- Develop and use their self-knowledge when thinking about and making good choices.
- Develop their understanding of employability skills and how to enhance these and evidence them at interview.

We recognise that the process of making career decisions can be a lengthy one and that students may want to consider the many different post 16 pathways available to them. The information and support provided must be without prejudice and with rigour for all post 16 options and students should be given the opportunity to learn about A Levels, BTEC qualifications, apprenticeships and traineeships.

### **Commitments**

The Governing Body and staff are committed to:

- The provision of resources and advice to enable students to understand and develop career choices and to ensure that careers education is seen as part of the overall curriculum and learning framework for all years.
- Encouraging students to achieve and be ambitious.
- Involving students, parents and carers in the further development of careers work.
- Working with outside agencies so that no student is disadvantaged in gaining access to education, training or work.

### **Provision**

Careers education includes both education and guidance. Careers education helps our students develop the knowledge and skills they need to make successful choices, manage transitions in learning and move into work. Through guidance, students are able to use their knowledge and skills to make decisions about learning and work that are right for them.

Careers Education is delivered through an enrichment programme consisting of opportunities to meet employers from different employment sectors, learn about and visit colleges and universities, understand the apprenticeship route, including higher and degree apprenticeships.

In addition we organise:

- Annual careers fair for all students to attend consisting of activities and employers from a range of vocational areas
- Practice interviews for KS4 students
- Work experience for Year 10 students
- Presentations and workshops delivered by post 16 providers about further education
- Employer engagement sessions giving students the opportunity to talk to employers from different job sectors

- Apprenticeship application and CV sessions
- Visits to universities to learn about higher education

Individual careers guidance takes place on a one to one basis and is delivered by an impartial careers advisor from Positive Steps. Students from KS3 onwards can access our advisor on request and by the end of KS4, all students will have had at least one careers guidance interview with a significant number receiving follow up interviews to support their decision making process. All staff are encouraged to support careers guidance by promoting their subject, sharing different pathways to future careers and raising students' aspirations.

### **Equal Opportunities**

We are keen to promote equal opportunities and try to use every opportunity to challenge stereotypes and to raise aspirations. We monitor careers resources regularly to ensure that they encourage both boys and girls and students from minority ethnic groups to enter different careers. At careers events, such as careers fairs and meeting employer sessions, we aim to give students a view of young successful women and men. The destinations of our leavers are closely monitored and visiting speakers reflect a diversity of backgrounds.

### **Monitoring, evaluation and review**

The careers programme is monitored regularly and amended after an annual review. Students' opinions are actively sought as well as the views of different stakeholders.

### **Management**

A member of the school's leadership team has direct responsibility for the leadership of CEIAG. The Head of Community Learning manages work experience and the KS4 Intervention Manager is responsible for managing a programme of careers activities across KS3 and KS4.

### **Resources**

Careers interviews take place in Year 11 Homebase and drop in sessions are offered for Year 11 students at lunchtime. Careers resources, including prospectus' and open event information is located in the Year 11 Homebase and is available for students to take away. We are grateful for the support we receive from local and national industries. We are part of the Careers Enterprise Company partnership which allows us to work alongside a senior business volunteer and Enterprise co-ordinator who provides strategic support to develop our connections with local employers.

We have strong links with all our local FE colleges and universities through our work with GM Higher and the Gateways Programme.

## **Provider Access**

### **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 7-11 are entitled:

- To find out about technical 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**

A provider wishing to request access should contact:

Jonathan Knott, KS4 Intervention Manager, [j.knott@dentoncommunitycollege.org.uk](mailto:j.knott@dentoncommunitycollege.org.uk)

Hayley Duffy, Head of Community, [h.duffy@dentoncommunitycollege.org.uk](mailto:h.duffy@dentoncommunitycollege.org.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.

<b>Year 7</b>	Employer engagement events in the context of understanding careers and employability skills Careers fair activities
<b>Year 8</b>	Employer engagement events Trips to workplaces Careers fair activities
<b>Year 9</b>	Options evening including further education colleges and apprenticeship providers Assemblies for the whole year group Employer engagement events Trips to workplaces Careers fair activities
<b>Year 10</b>	College taster days Work experience placements Subject focused trips and activities Assemblies from further education colleges and apprenticeship providers Alumni presentations
<b>Year 11</b>	Year 11 Aspirations Evening including further education colleges and apprenticeship training providers.

	Apprenticeship workshop sessions - education, training and employment options Alumni presentations
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