



Careers Advice Policy

(including Provider Access Legislation and The Baker Clause)

Date reviewed:	January 2024
Date approved by Governors:	January 2024
Date For Review:	January 2025

1. Introduction

1.1 Under Section 42B of the Education Act 1997 and the Skills and Post-16 Education Act 2022 Southall School have a duty to provide pupils in Years 8-13 with access to providers of post-14,

post-16 and post-18 education and training. This policy sets out how Southall School manage access requests from these providers.

1.2 As part of Southall School’s commitment to informing our pupils of the full range of learning and training routes on offer to them, Southall is happy to consider requests from training providers, Vocational education and apprenticeship providers to speak to students (pupils) and will also approach these partners ourselves when planning (and) organising key Careers events throughout the school year.

2. Pupil entitlement

2.1 Pupils in Year 8 to 11 at Southall School are entitled:

- 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 to them 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, group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

2.2 All pupils in Years 8 to 11 at Southall School will receive at least four encounters with accredited providers of technical education and apprenticeships. As a minimum, these encounters will be divided accordingly:

- During the first key phase (Year 8 to Year 9) all pupils must attend two mandatory sessions by accredited providers.
- During the second key phase (Year 10 and 11) all pupils must attend two mandatory sessions by accredited providers.

3. Management of provider access requests

3.1 **Procedure** - A provider wishing to request access should contact Adam Spellman or Emma Simkins, Careers Leaders. Telephone 01952 387600 adam.spellman1@taw.org.uk, emma.simkins@southallschool.com

3.2 Our Child Protection and Safeguarding Policy outlines Southall School’s approach to allowing visitors into school to speak to our pupils.

4. Opportunities for access

Over the course of an academic year, we seek the most meaningful and regular opportunities to provide careers input at a level appropriate to pupils’ age and learning stage. An example of this is set out below:

Year Group	Autumn 2023	Spring 2024	Summer 2024

<p>Year 7 & 8</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Year 8 only – options evening to discuss KS4 options choices.</p> <p>Year 8 pupils to attend at least one assembly from a technical education or apprenticeship provider.</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Year 8 only – options evening to discuss KS4 options choices.</p> <p>Year 8 pupils to attend at least one assembly from a technical education or apprenticeship provider.</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins. Work experience morning – all of KS3 have visiting employers and education providers to put on workshops and talks to inform pupils of the local employment and education offer.</p> <p>Year 8 only – options evening to discuss KS4 options choices.</p> <p>Year 8 pupils to attend at least one assembly from a technical education or apprenticeship provider.</p>
<p>Year 9</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you Any on school site or off site visits or workshops from employers, providers, colleges,</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you Any on school site or off site visits or workshops from employers, providers, colleges,</p>	<p>Enterprise Days Southall and Future Focus Transition evening Any providers are welcome to exhibit and run any ‘have a go’ workshops. This includes technical, apprenticeship, Sixth Form and Post-18 providers. Weekly careers lessons,</p>

	<p>Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p>	<p>Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p>	<p>Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p>
Year 10	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss post 16 options.</p> <p>Enterprise Days</p> <p>Southall Internship for selected pupils where available</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss post 16 options.</p> <p>Enterprise Days</p> <p>Southall Internship for selected pupils where available</p> <p>Apprenticeship Show Year 10 pupils attend the Apprenticeship Show at Telfor(d) International Centre</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges,</p>	<p>Weekly careers lessons, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss post 16 options.</p> <p>Enterprise Days</p> <p>Southall Internship for selected pupils where available</p> <p>Southall and Future Focus Transition evening Any providers are welcome to exhibit and run any 'have a go' workshops. This includes technical, apprenticeship, Sixth Form and Post-18 providers.</p>

	<p>Future Focus independent careers advice.</p>	<p>Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Future Focus independent careers advice.</p>	<p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Future Focus independent careers advice.</p>
<p>Year 11</p>	<p>Work Experience</p> <p>Southall Internship for selected pupils where available</p> <p>Weekly careers lessons as part of college links programme, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss post 16 options</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p> <p>College links placement – a rotation of 3 x 12-week visits to a selected colleges in the locality over the course of the academic year.</p>	<p>Work Experience</p> <p>Southall Internship for selected pupils where available</p> <p>Weekly careers lessons as part of college links programme, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss Post 16 options</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p> <p>College links placement – a rotation of 3 x 12-week visits to a selected colleges in the locality over the course of the academic year.</p>	<p>Work Experience</p> <p>Southall Internship for selected pupils where available</p> <p>Southall and Future Focus Transition evening Any providers are welcome to exhibit and run any ‘have a go’ workshops. This includes technical, apprenticeship, Sixth Form and Post-18 providers.</p> <p>Weekly careers lessons as part of college links programme, Assemblies with visiting speakers any providers are welcome to contact us to see if we can accommodate an assembly for you to discuss post 16 options</p> <p>Any on school site or off site visits or workshops from employers, providers, colleges, Universities can be looked at to consider fitting into</p>

	<p>An additional 3 x 1-day visits to other selected Post-16 providers.</p> <p>Future Focus independent careers advice.</p>	<p>An additional 3 x 1-day visits to other selected Post-16 providers.</p> <p>Future Focus independent careers advice.</p>	<p>our timetable or during lunchtime drop ins.</p> <p>Enterprise Days</p> <p>College links placement – a rotation of 3 x 12-week visits to a selected colleges in the locality over the course of the academic year.</p> <p>An additional 3 x 1-day visits to other selected Post-16 providers.</p> <p>Future Focus independent careers advice.</p>
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- 4.1 We have a number of assembly slots which offer providers an opportunity to quickly spread the word about their offer. These assemblies are delivered to a whole key stage of pupils (including Year 8 at least termly) in our main assembly hall which has a whiteboard projector and speakers for sound.
- 4.2 During these assemblies, at a minimum, providers will be given enough time to:
- Share information about the provider and the approved technical qualifications and apprenticeships they offer.
 - Explain what career routes these qualifications and apprenticeships could lead to.
 - Provide insights into what it might be like to learn or train with that provider.
 - Answer pupils’ questions.
- 4.3 If a provider is unable to attend these events, feels that their presentation requires different circumstances or that they are hosting an event they wish to promote, in the first instance they should contact the Careers lead at Southall and complete a CEIAG visitor booking form.
- 4.4 The CEIAG visitor booking form asks for the role of the training, vocational or apprenticeship provider they represent, the aim of the presentation, if the request is for an assembly slot, the number of pupils the presentation or session is designed for, the length of the talk or presentation, the target year group for the session or presentation, what display or other facilities the session would require, how many provider staff (and names of staff) who will be visiting and what support from school staff they would require on the day. If the email is notification of an event at an offsite venue, please include timings of the day, a list of other invited schools and providers, any accessible funding streams for transport costs and a visit risk assessment of the venue.
- 4.5 All requests should be emailed at least 6 weeks (a school half term) in advance of the expected date for the planned session. All requests will be given due consideration by Southall school’s Careers lead and Senior Leadership Team and requests will be refused if:

- They impinge on pupils' preparation for public or internal exams.
- They clash with other school events such as visits, other speakers, well-being days, school photographs, sports days, public or internal exams, parents/carers communication events etc.
- The school is unable to provide staff to support the presentation or talk due to previous commitments.
- Rooming for the talk or event is unable to be found due to timetabling clashes.

4.6 For requests that are approved, we will provide clear instructions before the event on visitor parking, visitor registration, a contact member of staff and their contact details, the teaching room or school hall to be used at the session and the presentation facilities.

5. Providers that have previously been invited into the school

5.1 In previous terms and academic years, Southall School has invited the following providers to speak to pupils:

- Walford College
- Future Focus (Independent Careers Guidance)
- Derwen@Telford
- Shrewsbury College
- Juniper
- NOVA Training
- Ask@WorkPays (Apprenticeships Talk)
- Landau
- Fire Service
- Rodbaston
- NHS
- West Mercia Police
- Wolverhampton Vocational Training Centre (WVTC)

6. Year 11 Destination 2022/23

6.1 Last academic year, our Year 11 pupils moved to a range of providers after finishing school including:

- Futures Severndale
- Telford College
- Derwen Main Site
- Derwen@Telford
- Derwen@Walford
- Walford College
- Crossbar Inspire+
- Rodbaston

There were no NEET pupils in 2022/23 for the sixth successive year.

7. Review of Practice

- 7.1 Southall School constantly measures and assesses the impact of the careers programme.
- 7.2 Southall School offers work experience and requests feedback from parents/carers, pupils and providers at the end of it.
- 7.3 Where pupils may not be able to access an external work experience placement, we offer internal work experience within departments in school, and a World of Work week where pupils meaningfully encounter a variety of work environments.
- 7.4 The College link course enables pupils to choose and access their post 16 provision. This programme is assessed against NEETs data. Currently, Southall School has not had a NEET for the past five years.
- 7.5 Southall School analyses the Careers provision against the Gatsby Benchmarks using the Compass Online Tool. This information is forwarded to our Careers and Enterprise Link from the authority.