



Careers Education, Information,
Advice & Guidance Policy
Provider Access Policy Statement

1. Aims

Chorlton High School is committed to ensuring all students have access to a range of impartial careers education, information, advice and guidance from Year 7 to Year 11. The CEIAG programme underpins the overarching aim; that all students' transition onto positive Post 16 pathways that help realise ambitions.

This policy statement aims to summarise our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer.

It sets out:

- Procedures in relation to requests for access.
- The grounds for granting and refusing requests for access.
- Details of premises or facilities to be provided to a person who is given access.

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in Years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students. This complies with Chorlton High School's legal obligations under Section 42B of the Education Act 1997

3. Student entitlement

All students in years 8 to 13 at Chorlton High School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses
- Access independent and impartial careers advice from an outside agent who works with Year 10 and 11 students to ensure they are able to make an informed choice about their next steps

4. Management of provider access requests

4.1 Procedure

A provider wishing to gain further information or requesting access should contact:

- Schools careers lead (SLT): Ms. Galbraith –

l.galbraith@chortonhigh.manchester.sch.uk

- Achievement Team Lead, (For careers events): Ms. Slinger - c.slinger@chortonhigh.manchester.sch.uk
- Schools Independent Career Advisor: Ms Jen Patrick - j.patrick@chortonhigh.manchester.sch.uk
- Named administrative lead for careers: Ms Miller - m.miller@chortonhigh.manchester.sch.uk

Telephone: 0161 882 1150

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers.

| | Autumn term | Spring term | Summer term | Throughout |
|---------|---|---|---|--|
| Year 7 | <ul style="list-style-type: none"> • Leadership –Future Foundations launch introducing the CHS Qualities of Success (QoS) and skills for success • Explore Art forms with people from the field, develop performance skills | <ul style="list-style-type: none"> • | <ul style="list-style-type: none"> • Local History trips | <p>The Achievement team run a range of workshops / market stall type events over the course of the year in response to offers from organisers, employers and local educational establishments. These are focused on awareness raising and networking. These span year groups and are focused on careers audit information.</p> <p>Dedicated week long events include CLASS FEST in October STEM FEST in March enable students to experience a range of workshops, visits and speakers.</p> |
| Year 8 | <ul style="list-style-type: none"> • PIXL Edge launch; linking to skills for further study and employability • Developing employability skills and understanding of difference / resilience through PE and Science | <ul style="list-style-type: none"> • Curriculum Pathways Evening and processes for students and parents enable the focus on linking subjects to careers and employability skills. • Curriculum Pathways interviews • Introduction to careers Advisor | <ul style="list-style-type: none"> • Workshops and class base sessions on Careers in Creative Industry. • PIXL Edge celebration event and accreditation of students | |
| Year 9 | <ul style="list-style-type: none"> • VESPA - Growth Mind set launch; linking to skills for FE and employability • Careers in the NHS event speakers and trips | <ul style="list-style-type: none"> • Assembly and tutor group opportunities - employability skills | <ul style="list-style-type: none"> • Enterprise Event • Careers events looking at Digital/STEM fields • Introduction to online resources – career fields – preparation for Work | |
| Year 10 | <ul style="list-style-type: none"> • SSAT Leadership programme launch linking to employability skills. • Job roles in the Media – working with people from the field. Students supported to create and edit own pieces. • Post 16 Evening - market stall event as below | <ul style="list-style-type: none"> • Work Experience • Speakers in to launch of technical / vocational / Apprenticeships routes • Dedicated careers interviews for all Y10 / 11 with School Careers Advisor begin | <ul style="list-style-type: none"> • College taster Days – A level / technical and vocational courses • Celebration of SSAT award | |

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|----------------|--|--|---|--|
| <p>Year 11</p> | <ul style="list-style-type: none"> • Assemblies on opportunities at 16 from a range of providers • Post 16 Evening - Market stall event showing a wide range of Post 16 Options providers - local employers, colleges, training • Open Day events • Careers Advisor input | <ul style="list-style-type: none"> • Interview skills workshops • Apprenticeship workshops support with applications | <ul style="list-style-type: none"> • | |
|----------------|--|--|---|--|

Local providers are invited to key relevant events that are held. We encourage other providers who are interested in coming into the Academy to contact *Ms Galbraith* to help identify the most suitable opportunity.

4.3 Resources

Once visits have been agreed, the school will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available.

Sessions can be held in different venues according to the number of students and the requirements of the provider. Visits can be in classrooms, the theatre, dining room or library.

We are happy to work with providers to provide any resources we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the school in order to showcase what they do.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception for the attention of Ms Galbraith.

4.4 Safeguarding

Our Safeguarding Policy (S00 and Visiting Speakers Policy sets out the school’s approach to allowing providers into the school as visitors to talk to our students.

5. Monitoring arrangements

The school’s arrangements for managing the access of education and training providers to students is monitored by Ms Banger, Deputy Headteacher.

This policy will be reviewed every two years.