



St Johns Road, Tiffield, Northampton, NN12 8AA

The Gateway School Careers Policy including Providers Access Policy Statement

Issue Date: 27th February 2024

Authorised by: Conor Renihan

Position: Head Teacher

Review date:	Revisions/Amendment details & reasons:	Reviewed by:
6.3.24	New policy	LGB

Introduction

The Gateway School provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils. This is developed throughout a pupil's time at the school and is always supportive of their abilities, strengths and skills.

Rationale

High quality careers education and guidance in school or college is critical to young people's futures. It helps to prepare them for the workplace by providing a clear understanding of the world of work including the routes to jobs and careers that they might find engaging and rewarding. It supports them to acquire the self-development and career management skills they need to achieve positive employment destinations. This helps students to choose their pathways, improve their life opportunities and contribute to a productive and successful economy.

Commitment

The Gateway School is committed to ensuring there is an opportunity for a range of education and training providers to access students, for the purpose of informing them about approved technical education qualifications and apprenticeships. The Gateway is fully aware of the responsibility to set students on the path that will secure the best outcome which will enable them to progress in education and work and give employers the highly skilled people they need. That means acting impartially, in line with the statutory duty, and not showing bias towards any route, be that academic or technical.

The Gateway endeavours to ensure that all students are aware of all routes to higher skills and are able to access information on technical options and apprenticeships (The Department of Education, July 2021: "Baker Clause": supporting students to understand the full range of education and training options, and the Provider Access Legislation, January 2023).

Aims

The Gateway policy for Access to other education and training providers has the following aims:

To develop the knowledge and awareness of our students of all career pathways available to them, including technical qualifications and apprenticeships.

To support young people to be able to learn more about opportunities for education and training outside of school before making crucial choices about their future options.

To reduce drop out from courses and avoid the risk of students becoming NEET (Young people not in education, employment or training).

- Prepare pupils for the transition to life after The Gateway
- Support pupils in making informed decisions which are appropriate for them
- Provide pupils with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate pupils to develop themselves as individuals and live as independently as is possible

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

Statutory requirements and recommendations

The careers provision at The Gateway is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997. This states that all schools should provide independent careers guidance from Years 7 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including apprenticeships
- be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document, under Provider Access.

Student Entitlement

The Gateway fully supports the statutory requirement for students to have direct access to other providers of further education training, technical training and apprenticeships. The school will comply with the new legal requirement to put on at least six encounters with providers of approved technical education qualifications or apprenticeships. This will be done in assemblies, in addition to providers attending careers events at school, talks from different employers, visits to careers fairs & visits to workplaces. For a full overview of our careers program refer to the Careers Curriculum overview and strategic plan.

Careers Provision at The Gateway

Introduction

The Gateway School provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils and via our 6 core themes;

- resilience
- going beyond your borders
- reflection
- communication
- independence
- balance

This is developed throughout a pupil's time at the school (key stages 3-4) and is always supportive of their abilities, strengths and skills.

Aims and purpose

- Prepare pupils for the transition to life after school
- Support pupils in making informed decisions which are appropriate for them
- Provide pupils with well-rounded, relevant and worthwhile experiences

- Develop personal characteristics such as social skills and to develop strategies which enable them to show good and effective communication, resilience and to have balanced proportionate responses to everyday work place challenges and successes.
- Inspire and motivate pupils to develop themselves as individuals (to go beyond their borders) and live as independently as is possible

(Please see appendix 2).

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

All pupils have access to the following:

- access to a range of vocational opportunities (from key stage 3-4). These are at various levels depending on the age of the pupil. These opportunities come in various forms;
 1. our vocational learning centre (VLC) which offers construction, motor mechanics,, bike repair club and hair & beauty
 2. our working kitchen
 3. various outside interventions (such as work place learning environments, garden kitchen projects and
- access to careers-based lessons via our Friday enrichment curriculum and to impartial careers advice in year 9 (via Prospects).
- A broad and balanced curriculum which gives pupils frequent opportunities to explore careers options via PSHE, Enrichment, interventions and accredited courses (BTEC at KS4)

All Key Stage 4 pupils have access to

- regular meetings with our vocational coordinator.
- a college placement at least once a week.
- a work experience placement in year 11 (for at least 2 weeks)
- access to impartial careers advice from Prospects.
- Visitors in to school and offsite visits support pupils in developing their understanding of a range of different post 16 pathways.
- Pupils have access to relevant careers events hosted at various events.

The overall organisation of work experience is undertaken by the school vocational coordinator who liaises with the senior leadership team to ensure the most relevant and engaging opportunities are taken.

Families are informed and communicated with throughout the process and a work experience agreement form and work experience information form are completed.

All pupils on placement are covered by the employers' insurance and places of work are risk assessed by the vocational coordinator in liaison with the CSW work experience database

Measuring the impact of our Careers Curriculum at The Gateway School

We consider that the success of our careers programme can be measured by a range of indicators;

- Destinations data and the level of aspiration our pupils have
- The progress made toward the achievement of EHCP targets (indicating the ability of our pupils to address their SEND and make it work for them and their success.
- The successful completion of a range of placements (especially the year 11 work experience placements).
- The understanding our pupils have of the world of work and the expectations which will be placed upon them.

Providers Access Policy Statement

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 8-13 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 Naveen Maharaj (careers lead) or Damien Mills, Vocational Coordinator , Telephone: 01604 878977; Email: naveenmaharaj@thegatewayschool.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 pupils and/or their parents/carers:

- Annual review
- Meetings arranged via form tutors
- Key Stage 4 planning meetings
- Work Experience planning meetings

Premises, facilities & transport

The school will make the main hall, classrooms or meeting spaces available for discussions between the provider and students, as appropriate to the activity. The school 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 Leader or a member of their team.

The school will also provide transport to and from placement, interview and consultation.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with Damien Mills, Vocational Coordinator . This will be made available to pupils and families as appropriate via Damien Mills and/or through any relevant academic, SEND review process.

Development

This policy has been developed and is reviewed annually by the Careers Leader (Naveen Maharaj) and Line Manager (Conor Renihan Head teacher) based on current good practice guidelines by the Department for Education.

Links with other policies

It supports and is underpinned by key school policies including those for Careers, Child Protection, Equality and Diversity, and SEND.

Equality and Diversity

Access to other providers is available and promoted to allow all students to access information about other providers of further education and apprenticeships. The Gateway is committed to encouraging all students to make decisions about their future based on impartial information.

Requests for access

Requests for access should be directed to Naveen Maharaj, Careers Leader. Naveen Maharaj may be contacted by telephone or email, naveenmaharaj@thegatewayschool.co.uk , Tel 01604 787977.

Grounds for granting requests for access

Access will be given for providers to attend during school assemblies, timetabled Careers or Life lessons, and Careers or Raising Aspirations events that The Gateway is arranging. Students may also travel to visit another provider as part of the trip to be organised in partnership with the school.

Details of premises or facilities to be provided to a person who is given access

The Gateway will provide an appropriate room or assembly hall to be agreed. All rooms have computers, projectors and screens provided. The Careers Leader will organise this, working closely with the provider to ensure the facilities are appropriate to the audience. Appropriate safeguarding checks will be carried out. Providers will be met and supervised by a member of the Careers Team who will facilitate.



Providers are welcome to leave a copy of their prospectus or other relevant course literature with the school. This will be made available to pupils and families as appropriate.

Live/Virtual encounters

The Gateway will consider live online encounters with providers where requested, and these may be broadcast into classrooms or the school assembly hall. Technology checks in advance will be required to ensure compatibility of systems.

Parents and Carers

Parental involvement is encouraged, and parents may be invited to attend the events to meet the providers.

Management

The Careers Leader coordinates all provider requests and is responsible to her senior management line manager.

Complaints Procedure

Any complaints about this policy should be raised to Conor Renihan, Headteacher (head@thegatewayschool.co.uk)

Monitoring review and evaluation

The Policy is monitored and evaluated annually by the coordinator and adopted by the Board of Governors.

Policy Coordinator: Naveen Maharaj

Policy Reviewed: February 2024

Review date: February 2025

Appendix 1

Providers who have been invited into The Gateway to date include:

Trickers Shoe Factory
EVAP technical solutions
Prospects
Barclays Bank

Destinations of previous pupils from The Gateway include:

Northampton College
Moulton College
Tresham College
Apprenticeship scheme at BMW
Apprenticeship scheme at Trickers Shoe Factory

Approval and review

Approved by Governors annually
Annually reviewed in Term 1 of each academic year
Signed: Martin Mason, Chair of Governors and Conor Renihan, Head teacher

Appendix 2

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Our 6 core themes	Going Beyond Your Borders	Communication	Balance	Independence	Resilience	Reflection
Year 7/8 (Amble)	There is a career for everyone- push the envelope/try new things Go for your dream job -VLC tasters -Working in an office- doing the boring stuff to get to the better stuff	Working within a team -VLC tasters -working in a factory (Trickers visit-a shoe factory town) Enterprise week –sell stuff for Christmas	Challenge of working in a school environment versus being in a work environment-a balanced response when things go wrong Challenging stereotypes in the workplace VLC tasters -working in the sport/leisure/entertainment industry (Silverstone visit)	Being economically independent Year 7/8 enterprise -VLC tasters -working in distribution (Brackmills visit)	How do you overcome problems in school and how does this compare to work? -VLC tasters -working outside Enterprise-school fete	Thinking about how my skills and interests -VLC tasters -working on a farm -off site visits reviews
Year 9 Pathway (Planning)	Raising aspirations Volunteering Career exploration	What does employment look like? How do I communicate my skills and interests?	Stress and challenge in the workplace The importance of a work life balance -working in IT	Developing personal financial skills -Barclays -bank visit	Am I ready for Key Stage 4? -in school work experience (3 days or equivalent time)	Review of your achievements Review Key Stage 4 Audit skills- Key Stage 4 pathway document completion
Year 10 (Pathway)	Being ambitious Careers fairs visit Jobs and careers in this town. (Year 7/8 visit reminders) Introduction to Unifrog	How employable am I? How do I frame my Strengths in a CV/college/job application College visits Unifrog familiarisation	Making informed choices What you're good at versus what's out there College visits Unifrog embedding	Applying for jobs and courses Unifrog across the curriculum	Building emotional well-being by being resilience Unifrog and in school work experience	Are you ready for Year 11? Personalised career pathway/ladder Skills audit revisited

Year 11 (Destination)	Applying for jobs/apprenticeships and courses Further education providers Unifrog reminder	Careers and social media	Preparing for work experience	Two week work experience Attending interviews	Working through exams Learning to cope with stress	Supporting students into courses/apprenticeships/employment
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