



**CEIAG Policy  
including Provider  
Access Policy  
Statement**

Date of implementation: October 2021

Date of review: October 2023

## Introduction

Tytherington School has high quality careers advice and guidance, to support our high achieving and ambitious students. This is developed throughout a student's time at the school and is always supportive of their aspirations, strengths and skills. The focus of the support is aimed at destinations associated with a selective and highly academic school.

The Department for Education's Careers Strategy was published in December 2017 (updated July 21). It set out a series of measures to improve careers guidance in England, including new benchmarks for careers education and instigating the requirement to have a named Careers Leader in every school.

We adhere to the Department for Education guidance, 'Careers guidance and access for education and training providers' (DfE, October 2018, July 21), which stipulates that all schools must allow other educational providers access and that we must publish a provider access policy

**Rationale for Careers Education Information Advice and Guidance (CEIAG)** Careers Education, Information Advice and Guidance makes a major contribution to preparing young people for the opportunities, responsibilities and experiences of life, in order to help them make a successful transition to adulthood and a place of work.

## The 8 Gatsby benchmarks of good career guidance:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance.

## COMMITMENT

Tytherington is committed to providing a planned programme of careers education for all students in Years 7-13 and information, advice and guidance.

The school endeavours to follow the Statutory Guidance for Careers guidance and access for education and training providers

and other relevant guidance from the DfE and Ofsted. The school is working towards achieving all of the Gatsby Benchmarks with the Careers and Enterprise co-ordinator and advisor.

## Links with other policies

The policy for CEIAG supports and is itself underpinned by a range of key school policies especially those for teaching and learning, assessment, more able learners and SEND. The policy must be considered alongside the Provider Access Policy

## OBJECTIVES

### STUDENTS' NEEDS

To provide a careers programme that is designed to meet the needs of all students at Tytherington School through differentiation and personalisation to ensure progression through activities that are appropriate to students' stages of career learning, planning and development.

### ENTITLEMENT

To ensure that students receive careers education and guidance that meets professional standards of practice and is person-centred, impartial and confidential through integrating it into students' experience of the whole curriculum and be based on a partnership with students and their parents or carers.

The programme will promote equality of opportunity, inclusion and anti-racism.

## IMPLEMENTATION

### MANAGEMENT

Mr David Bowyer co-ordinates the careers programme as Careers Leader and is responsible to Mrs Caroline Brennan (Assistant Headteacher). Work experience is planned and implemented by the work experience co-ordinator, whom is also David Bowyer.

Link Governor – Mrs Trevor Langston.

### STAFFING/CAREERS ADVISER

All staff contribute to careers education and guidance through their roles as tutors and subject teachers. Specialist sessions are delivered by tutors through PSCE. The careers programme is planned, monitored and evaluated by the Careers Leader and SLT in consultation with the MPloy Solutions personal adviser who provides specialist careers and guidance plus targeted and bought in support.

Administrative support is available to the careers co-ordinator and adviser.

## CURRICULUM

The careers programme includes careers education sessions, career guidance activities (group work and individual interviews), information and research activities, work-related learning (including one weeks' work experience), and individual learning planning/portfolio activities.

Careers lessons are part of the school's Personal Development programme. Other focused events, e.g. mock interviews are provided for those students that require them. Work experience preparation and follow-up take place in careers lessons and other appropriate parts of the curriculum.

Specifically, impartial and independent CEIAG is provided to students through a number of ongoing delivery methods:

- School Firefly learning platform and website
- The 'Unifrog' careers programme
- FE tasters and assemblies
- Work experience in Year 10 – 1 week
- Work experience in Year 12 – 1 week
- University tasters and day visits
- Access Associates Programme – university student visits
- Industry specific talks and presentations
- Face to face guidance from qualified Careers Adviser
- Group work for specific pathways – Apprenticeships
- Pupil Premium CEIAG Sessions with MPloy Solutions Adviser

### KS3

The school's Personal Development curriculum in Year 7-8 covers Careers including aspirations and setting goals.

Year 9 students are invited to a Consultation Day for Guided Choices within the programme, where they have a one-to-one meeting with their form tutor. They can also make an appointment to see the school's Careers adviser.

Students in Year 9 will have the opportunity to take part in the Bronze Duke of Edinburgh Award.

### KS4

-Students will have at least one opportunity in KS4 to access the Macclesfield Careers Expo, through the school's partnership with The Macclesfield Pledge.

-In year 10 students complete 1 week's work experience and have the opportunity to self-place themselves with a business of their choice.

-Students are registered with the 'Unifrog' Careers platform and are given opportunities to access the website in school, as well as being able to access from home.

-Year 11 students are invited to Post-16 Guidance meetings and taster events.

### KS5

Sixth form students complete a period of Work Experience in Year 12. The placement, where applicable, is linked to their study choices.

Year 12 -Post 18 Choices programme

Employment Readiness Programme (ERP) in collaboration with the Macclesfield Pledge.

Personal Development mornings/Tutor time

## PARTNERSHIPS

The school has partnerships with Cheshire East Youth Service, which delivers statutory hours.

Careers advice provision is also provided 1 day per week through Mploy Solutions LTD.

The school has further partnerships that benefit the students' CEIAG, including:

- Macclesfield College
- The Macclesfield Pledge
- Career Ready programme

## IMPACT AND PROGRESSION

Impact is measured through collection and analysis of student Destinations. The school then compares this information with East Cheshire's destination data.

Funding is allocated in the annual budget planning round in the context of whole school priorities and particular needs in the CEIAG area. David Bowyer is responsible for the effective deployment of resources. Sources of external funding are actively sought.

## STAFF DEVELOPMENT

Staff training needs are identified as part of the school CPD Policy with qualified Careers practitioner and in conjunction with the school inset co-ordinator. The school will endeavour to meet training needs within a reasonable period.

## MONITORING, REVIEW & EVALUATION

The programme is reviewed bi-annually by the Head of Careers in conjunction with the Careers adviser and the SLT Link, using quality standards for CEIAG to identify desirable improvements.

# Tytherington School

## Provider 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, The Education (Careers Guidance in Schools) Act 2022 came into force on 1 September 2022 and Skills and Post-16 Act 2022

### Pupil entitlement

All Students 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.

In January 2023, the updated Provider Access Legislation (PAL) comes into force. The updated legislation states that schools must provide at least six encounters with approved providers of apprenticeships and technical education for all students by the end of year 13. We are committed in our obligation to meet the PAL and will ensure that our students have the requisite encounters through the key stages.

The required offer is:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
  - All pupils must attend
  - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
  - All pupils must attend
  - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
  - Pupils can choose to attend
  - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

In observance of the Education (Careers Guidance in Schools) Act 2022, independent careers guidance is provided to all **11- to 18-year-olds (Years 7 -13)**. It is presented in an impartial manner, showing no bias or favouritism towards a particular institution, education or work option includes information on the range of education or training options, including apprenticeships and technical education routes.

## Management of provider access requests

### Procedure

A provider wishing to request access should contact *David Bowyer* – Careers leader

Telephone: 01625 610220 Ext: 261

Email: [dbowyer@tytheringtonschool.co.uk](mailto:dbowyer@tytheringtonschool.co.uk)

## Opportunities for access

	Autumn Term	Spring term	Summer term
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Year 7	Assembly/ time form	Assembly/ time form	Assembly/ time form
		National Careers Week	Unifrog
		Intro to Unifrog	
Year 8	Assembly/form time	Assembly/Form time	Assembly/Form time
		National Careers week	
		Intro to Unifrog	
Year 9	CEIAG Choices for the future Assemblies	Assembly/Form time	Assembly/Form time
	Macclesfield Pledge Careers Fair	Guided Choices National Careers Week	
		Intro to Unifrog	
Year 10	Assembly /form time Macclesfield Pledge	Assembly/Form time National Careers week	Assembly/Form time Work experience
Year 11	Assembly/form time Post 16 evening -Careers Advisor interviews resulting in Careers Action Plan, assistance with applications	Assembly/Form time National Careers week	Assembly/Form time Post-16 taster sessions
	Unifrog Careers platform	Intro to Unifrog	
Year 12	Assembly/form time	National Careers week	Assembly/Form time Post 18 Parents evening Work Experience
Year 13	Assemblies/ time form	Assembly/Form time National careers week Intro to Unifrog	Assembly/Form time Preparation for University life- PSCHE

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:

Please speak to our Careers Leader to identify the most suitable opportunity for you.

### **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. 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all students at lunch and break times.

### **Approval and review**

Approved 28<sup>th</sup> March 2023 by Governors at the Standards & Outcomes Committee

Next review: *September 2023*

Signed: *Edward Griffen* – Chair of Governors

Emmanuel Botwe – Head teacher