



DMAT

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Careers Guidance and Provider Access Policy Durrington High School 2024 - 2025

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1. Aims

This policy aims to set out Durrington High School's provision of impartial and informed careers guidance for all pupils. This includes the ways in which pupils, parents, teachers and employers can access information about our careers programme.

High-quality careers guidance is important for our pupils' futures, and our provision aims to:

- Help pupils prepare for the workplace, by building self-development and career management skills
- Provide experience and a clear understanding of the working world
- Develop pupils' awareness of the variety of education, training and careers opportunities available to them
- Help pupils to understand routes to careers that they're interested in, and to make informed choices about their next step in education or training
- Promote a culture of high aspirations and equality of opportunity

2. Statutory requirements

This policy is based on the Department for Education's (DfE's) statutory [Careers guidance and access for education and training providers](#).

This guidance refers to:

- The Education Act 1997
- The Education and Skills Act 2008
- The School Information (*England) Regulations 2008
- The Skills and Post-16 Act 2022

This policy is also in line with the Education (Careers Guidance in Schools) Act 2022. The above guidance requires that schools publish information about their careers programme on their website. This policy includes this information and shows how our school complies with this requirement.

We also act in line with our statutory duty under the 'Baker Clause', to be impartial and not show bias towards any route, be that academic or technical. This policy should

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be read in conjunction with our provider access policy statement, which sets out how our school meets this duty, and can be found at the end of this policy.

3. Roles and responsibilities

3.1 Careers leader

Our careers leader is Mr T Henry who can be contacted by emailing/ phoning: thenry@durring.com / 01903 705605. Our careers department is line managed by Assistant Headteacher, Mr B Crockett (contact details: bcrockett@durring.com). Both members work closely with the rest of the school leadership team to:

- Take responsibility for developing, running and reporting on the school's career programme
- Plan and manage careers activities
- Manage the budget for the careers programme
- Support teachers to build careers education and guidance into subjects across the curriculum
- Establish and develop links with employers, education and training providers, and careers organisations
- Work closely with relevant staff, including our special educational needs coordinator (SENDSCO) and careers adviser, to identify the guidance needs of all of our pupils with special educational needs and/or disabilities (SEND) and put in place personalised support and transition plans
- Work with our school's designated teacher for looked-after children (LAC) and previously LAC to:
 - o Make sure they know which pupils are in care or are care leavers
 - o Understand their additional support needs
 - o Make sure that, for LAC, their personal education plan can help inform careers advice
- Review our school's provider access policy statement at least annually, in agreement with our governing board

3.2 Senior leadership team

(SLT)

Our SLT will:

- Support the careers programme

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- Support the careers leader in developing their strategic careers plan
- Make sure our school's careers leader is allocated sufficient time, and has the appropriate training, to perform their duties to a high standard
- Allow training providers access to talk to pupils in years 7 to 11 about technical education qualifications and apprenticeships, and set out arrangements for this in our school's provider access policy statement
- Network with employers, education and training providers, and other careers organisations

3.3 The local committee

The local committee will:

- Provide clear advice and guidance on which the school can base a strategic careers plan which meets legal and contractual requirements
- Make sure independent careers guidance is provided to all pupils throughout their education at Durrington High School and that the information is presented impartially, includes a range of educational or training options and promotes the best interests of pupils
- Make sure that a range of education and training providers can access pupils in years 8 to 13 to inform them of approved technical education qualifications and apprenticeships
- Make sure that details of our school's careers programme and the name of the careers leader are published on the school's website
- Make sure that arrangements are in place for the school to meet the legal requirements of the 'Baker Clause', including that the school has published a provider access policy statement

4. Our careers programme

Our school has an embedded careers programme that aims to inform and encourage pupils to consider their career options and take steps to understand their choices and pathways. We provide statutory independent careers guidance to pupils from year 7 onwards.

Our programme has been developed to meet the expectations outlined in the **Gatsby Benchmarks**:

1. A stable careers programme with a careers leader
2. Learning from career and labour market information

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3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experience of workplaces
7. Encounters with further and higher education F
8. Personal guidance

All students at Durrington High School are entitled to and able to access a Careers Education, Information, Advice and Guidance program that:

- Provides high quality independent careers advice which inspires, motivates and meets the needs of each individual in order to fulfil their potential
- Provides impartial guidance to ensure that students are aware of academic, technical and vocational routes available to them, and therefore in accordance with the Baker Clause does not sow bias to any particular career path, technical or academic options for pupils.
- Contributes to the raising of student achievements by encouraging them to develop high aspirations and consider a broad and ambitious range of careers.
- Provides opportunities throughout years 7-11 for students to work in meaningful partnerships with employers, training providers, local colleges and others to support their personal development and next steps.
- Develops employability skills
- Supports inclusion, challenges stereotyping and promote equality of opportunity
- Supports social mobility by improving opportunities for all students, especially those from disadvantaged backgrounds and those with special educational needs and disabilities

Our careers programme is delivered through a number of methods, including:

- External speakers and events/trips.
- Lessons from across the curriculum, and specifically through our SME (Social and Moral Education Curriculum)

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- Work experience opportunities
- Whole school event such as Careers Weeks.
- Careers Club
- Careers guidance workshops and interviews

Our careers programme provision for Years 7-11 can be found on our school website by clicking on this [link](#). The provision outlines the core components of what we aim to deliver. Some activities may change, and there may be additional items throughout the year as opportunities become available. When this is the case relevant students and parents/careers will be informed.

We aim to meet the Gatsby benchmarks through the programme. To find out more about Gatsby and how it can help to prepare young people for their futures click [here](#).

Pupils, parents, teachers and employers can request any additional information about the careers programme by contacting Mr T Henry (Careers Leader) by emailing/ phoning: thenry@durring.com / 01903 705605.

4.1 Pupils with special educational needs or disabilities (SEND)

We expect that the majority of pupils with SEND will follow the same careers programme that meets the Gatsby Benchmarks as their classmates, with adjustments and additional support as needed.

Our careers leader will work with teachers and, where appropriate, professionals from relevant organisations, to identify the needs of our pupils with SEND and put in place personalised support and transition plans. This may include meetings with pupils and their families to discuss education, training and employment opportunities, supported internships and transition plans into higher education.

4.2 Evaluation of Provision

The careers provision is also reviewed termly using the Careers Company Compass Tool and via reflection of our destination and NEET data. This evaluation work is conducted by Mr T Henry (Careers Leader) and Mr B Crockett (Assistant Head Teacher), in conjunction with local careers advisors.

The effectiveness and impact of the strategy and provision is based upon the following:

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- Feedback is requested from all stakeholders (including external speakers, staff and pupils) to reflect on the quality of the provision. Feedback is generally collected via online surveys and feedback forms throughout the year to evaluate the quality of the provision offered to all stakeholders.
- Career specific activity evaluation forms are also used to gather feedback, for example following work experience or careers/enterprise days in the school calendar.

5. Provider Access Policy

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 and/or training offer. This complies with the school's legal obligations under:

- Section 42A, 42B, and 45 of the Education Act 1997.
- Section 72 Education and Skills Act 2008
- Skills and Post 16 Act 2022
- Education (Careers Guidance in Schools) Act 2022

5.1 Pupil Entitlement

All pupils in years 7 - 11 are entitled:

- to learn 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 in their journey of education.
- to engage with, and hear from (through option events, assemblies and group discussions, taster events and personalised meetings) a wide range of local providers about the opportunities they offer at post 16 level
- to understand the application process and be supported in making applications for their own chosen post 16 education route. This will include academic and technical pathways and apprenticeship opportunities.

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5.2 Management of Provider Access Requests

Any provider wishing to request access to meet, work and/or share information with our students as part of our ongoing careers provision should contact Mr T Henry Careers Leader thentry@durring.com / 01903 705605

5.3 Opportunities for access and careers schedule

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak or present virtually to pupils or their parents or carers.

These provider encounters will be scheduled, wherever possible, during main school hours and the providers will be given a reasonable amount of time and/or means to:

- share information about the provider and the approved technical education qualification/apprenticeships that the provider offers.
- Explore the career routes such options could lead to.
- Provide insights into what learning or training with the provider would entail.
- Answer questions from pupils.

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For 2024 -2025 all students will have access to the following

	Autumn Term	Spring Term	Summer Term
Year 7	Intro to Careers light touch - Inspirational assembly opportunities		Durrington Careers Week - Stands and Talks
Year 8	Assembly / SME opportunities for approved apprenticeship providers	Assembly / SME opportunities for approved apprenticeship providers	Durrington Careers Week - Stands and Talks
Year 9	Assembly / SME opportunities for approved apprenticeship providers	Assembly / SME opportunities for approved apprenticeship providers	Durrington Careers Week - Stands and Talks
Year 10	Assembly / SME opportunities for approved apprenticeship providers	Gifted & Talented - Talk Opportunities Off-Timetable Careers Day - Workshops - Mock Interviews - The Job Game - Learning about apprenticeships & vocational pathways Assembly / SME opportunities for approved apprenticeship providers	Durrington Careers Week - Stands and Talks
Year 11	Careers evening - Vocational & Apprenticeship providers Assembly / SME opportunities for approved apprenticeship providers	Gifted & Talented - Talk Opportunities Assembly / SME opportunities for approved apprenticeship providers	Apprenticeship / technical provider Assemblies & Workshop Opportunities

In addition, there are opportunities available through our assembly program and for bespoke, career-specific, talks throughout the academic year. Please contact Mr Henry should you wish to discuss such an opportunity.

Providers are welcome to supply copies of their prospectus or other relevant course literature to the careers team. These will be displayed in the careers centre which is available to all students at break times and after school.

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5.4 Safeguarding

In accordance with our Child Protection Policy, we ask all providers who will have the opportunity for regular contact with children to ensure the appropriate DBS is in place. Online protocols and policies will be shared with providers. Where providers will only have occasional contact with children an appropriate DBS may not be required, but any person onsite will be expected to follow all policies and processes of the school and will be accompanied at all times as required by the school's policies and processes.

5.5 Facilities

The school will ensure suitable venues are available for providers to present and engage with students/ Online facilities will be made available to those that require them.

6. Monitoring and review

This policy, the information included, and its implementation will be monitored by the Local Committee and reviewed annually.

The next review date is: July 2025

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