



# The Dean Academy

## Careers Education, Information, Advice and Guidance Procedures

### **The Dean Academy: Provider Access Policy Statement**

#### **Introduction**

This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purposes 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.

#### **Student entitlement**

##### **All students in years 8-11 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 evenings, 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 *Mrs Ania Hartsoe, Careers Lead*, Telephone: 01594 843202; Email: [ahartsoe@thedeanacademy.org](mailto:ahartsoe@thedeanacademy.org)

##### **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 students and/or their parents:

Year group	Activities	Values and Society Lessons on Careers
7	<ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Careers in Languages Day</li> <li>• University aspiration workshop</li> <li>• Visit to college/university</li> </ul>	<ul style="list-style-type: none"> <li>• Changes and skills audit</li> <li>• Achievements and personal support</li> <li>• Influencing factors</li> <li>• Understanding success</li> <li>• Personal qualities and characteristics</li> <li>• Life skills and employability skills</li> <li>• Learning type</li> <li>• The world of work</li> </ul>
8	<ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Careers in Languages Day</li> <li>• University aspiration workshop</li> <li>• Visit to college/university</li> <li>• Empower Cyber Day for girls in STEM</li> <li>• Apprenticeship/vocational qualifications talk</li> <li>• Cheltenham Science Festival</li> </ul>	<ul style="list-style-type: none"> <li>• What are my beliefs?</li> <li>• What is work?</li> <li>• Exploring different jobs</li> <li>• Stereotypes</li> <li>• Budgeting</li> </ul>
9	<ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Careers in Languages Day</li> <li>• Army Careers Experience Day</li> <li>• University aspiration workshop</li> <li>• Visit to college/university</li> <li>• Options discussions with tutors</li> <li>• Options information evening</li> <li>• Options subject taster day</li> <li>• STEM opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Action planning</li> <li>• Personal qualities</li> <li>• Skills for life</li> <li>• Personal statements</li> <li>• Create an enterprise</li> <li>• Information on careers</li> <li>• Choosing options for GCSE</li> </ul>

	<ul style="list-style-type: none"> <li>• Maths Challenge events across Athelstan Trust</li> <li>• Inspiring Forest event with local employers</li> <li>• Cheltenham Science Festival</li> </ul>	
10	<ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Careers in Languages Day</li> <li>• University aspiration workshop</li> <li>• Visit to college/university</li> <li>• Apprenticeship/vocational qualifications talks</li> <li>• Post 16 provider talks</li> <li>• Employer encounters</li> <li>• Brilliant Club Scholars Programme</li> <li>• Visits to places of work</li> <li>• Mock interviews</li> <li>• Cheltenham Science Festival</li> <li>• Inspiring Forest event with local employers</li> <li>• Post 16 interview with Careers Advisor</li> </ul>	<ul style="list-style-type: none"> <li>• Step forward into possibilities</li> <li>• The world of work</li> <li>• Work and lifestyle</li> <li>• The world of work quiz and budgeting</li> <li>• Rights and responsibilities at work</li> <li>• Work experience</li> <li>• Thinking ahead</li> </ul>
11	<ul style="list-style-type: none"> <li>• Careers Fair</li> <li>• Careers in Languages Day</li> <li>• University aspiration workshop</li> <li>• Visit to college/university</li> <li>• Visits to places of work</li> <li>• Taster Day at Wyedean Sixth Form</li> <li>• Taster Day at Gloucestershire College</li> <li>• Apprenticeship/vocational qualifications talks</li> <li>• Post 16 interview with Careers Advisor</li> <li>• Post 16 provider visits/talks</li> <li>• Interview techniques</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction to careers and researching opportunities</li> <li>• Transferrable skills and characteristics</li> <li>• Developing a personal statement and applications</li> <li>• Interview practice and preparation</li> <li>• Making next step applications</li> <li>• CV writing</li> <li>• Directing focus</li> <li>• Post 16 expectations</li> </ul>

Throughout the year the opportunity to speak in assemblies and during tutor periods is available.

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

The school policy on safeguarding [see policy on website] sets out the school's approach to allowing providers into school as visitors to talk to our students.

#### **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 Library, which is managed by the school librarian. The Careers Library is available to all students at lunch and break times.

Approved:	Local Governing Body, January 2023	
Next review:	January 2027	
Signed:		
	Amanda Deeks Chair of Governors	Richard Brand Headteacher

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