

Joyce Frankland Academy, Newport

Provider Access Policy 2022/23

Introduction

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

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

Meaningful provider encounters

One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the Making it meaningful checklist.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Previous providers

In previous terms/years we have invited the following providers and employers from the local area to speak to our pupils:

Cambridge Regional College

Stansted Airport College and Harlow College

Writtle University College

Army Careers (including talk about post-16 and post-18 college options)

Charles Rivers – Applied Biomedical Science and Chemistry (Level 5 & 6 apprenticeships provider)

PA Consulting (Level 5 & 6 apprenticeships employer)

Hill Construction (Apprenticeship employer)

Destinations of our pupils

In 2021 our year 11 pupils moved to range of providers in the local area after school:

Pupils staying in education for at least two terms after key stage 4: 92%

FE College or FE Education Provider: 22%

School Sixth Form – State Funded: 51%

Sixth Form College – State Funded: 19%

Staying in apprenticeships for at least six months: 2%

In education or apprenticeships which were not sustained for two term: 3%

Pupils not captured in education or apprenticeships (destination unknown or in employment) 3%

(Once released via Essex our 2022 year 11 data will update this)

In 2022 our year 13 pupils moved to range of providers in the local area after school:

Students going to University: 56%

Students continuing in other forms of education or training including apprenticeships: 6%

Students going into employment: 38%

Management of provider access requests

Procedure

A provider wishing to request access should contact Mr D Grindrod, Careers Lead,
dgrindrod@joycefrankland.org

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

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

All pupils in Years 7 – 13 are offered:

Year group	Careers and work-related education activities including financial capability, enterprise and employability	Careers information, advice and guidance
	Exploring and expressing interests and activities	
Year 7	<ul style="list-style-type: none">• Introduction to careers exploration• Development of aspirations, self-awareness and personal development through a varied and inspiring programme activities• Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways.• PSHE Association Sessions explicitly focusing on Careers• Team building and personal development session.	<ul style="list-style-type: none">• Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways.• Access to personal support through referral by staff, parents, HoY or tutors.• External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
	Defining success and competencies for successful careers	
Year 8	<ul style="list-style-type: none">• Continuation of Careers exploration• Focus on skills and competencies for employment• Weekly form time activities focusing on Careers, using the	<ul style="list-style-type: none">• Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career

	<p>platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways.</p> <ul style="list-style-type: none"> • PSHE Association Sessions explicitly focusing on Careers • Phased Option Choices • Careers Week activities • Introduction to STEM Careers via STEM Workshops and talks 	<p>pathway information, post 16 and post 18 pathways.</p> <ul style="list-style-type: none"> • Access to personal support through referral by staff, parents, HoY or tutors. • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
Working as a team and exploring opportunities in Careers		
Year 9	<ul style="list-style-type: none"> • Project Week Careers lessons – • Careers Fair (JFAN) and access to employer visits • GCSE options • Year 9 Options Evening • Careers Week Activities • Introduction to HE and Post 16 Pathways and benefits of university and apprenticeships • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Spring term option choices form time sessions • Summer Careers Fair at JFAN with local, regional, national and international providers/employers/employees • PSHE Association Sessions explicitly focusing on Careers 	<ul style="list-style-type: none"> • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Access to personal support through referral by staff, parents, HoY or tutors. • GCSE Options choice meeting with a member of ALT. • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions. • Pre-GCSE Option Choices PAL morning with a range of local providers/employers

	<ul style="list-style-type: none"> • Careers Week activities • Army Elite Skills Workshop 	
	Experiencing the world of work and Careers	
Year 10	<ul style="list-style-type: none"> • Summer Term Work Preparation focus sessions– letter writing, CV's, job-search skills, support in securing placements, expectations in the workplace, setting targets • Health & Safety in the Workplace • 1:1 CIAG appointments for selected students • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Academic and Technical College Open Evenings/Days • Summer Careers Fair at JFAN with local, regional, national and international providers/employers/employees • Uttlesford Careers Fair • EHCP, PP and vulnerable transition support • Introduction to Apprenticeships • Introduction to T Levels • Introduction to Armed Forces Careers • PSHE Association Sessions explicitly focusing on Careers • Careers Week activities • Business Skills and Enterprise Day 	<ul style="list-style-type: none"> • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Form Tutor meetings about post 16 choices, with an unbiased focus, referrals to Careers Meetings with a Level 6+ guidance counsellor to be made if requested/required. • Access to personal support through referral by staff, parents, HoY or tutors. • One to One Careers Advice and Guidance Meetings from February half term with a level 6+ qualified advisor, to support the options process • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
	Defining yourself and your post 16 choices for Careers	

Year 11	<ul style="list-style-type: none"> • Careers interviews for all at risk of NEET, PP and SEND Year 11 students, as well as those identified as not knowing next steps or unrealistic options. • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Post 16 small-group sessions • Virtual Assemblies from local FE, 6th Form and Apprenticeship providers – Post 16 Transition • Uttlesford Careers Fair • Student and Parent exams information evening with Careers and next steps information • Transition support for selected students with an EHCP, PP and 'at risk' including college visits/tasters • 16+ Application process support in Autumn Term through form time activities. • Mock Interviews for identified students • Higher Education Awareness – visits and assemblies • Alumni assembly • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities • Careers Week activities 	<ul style="list-style-type: none"> • Weekly form time activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information, post 16 and post 18 pathways. • Form Tutor meetings about post 16 choices, with an unbiased focus, referrals to Careers Meetings with a Level 6 guidance counsellor to be made if requested/required. • Further Careers Advice and Guidance meetings for those identified as at risk of NEET, PP and SEND Year 11 students, as well as those identified as not knowing next steps or unrealistic options. • Transition support and guidance SEND • Application form guidance and support by form tutors • Interview support • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
	Exploring and identifying post 18 options for Careers	

Year 12	<ul style="list-style-type: none"> • Fortnightly mentor meetings with form tutor, focusing on progress and next steps. • Half termly independent task activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information and post 18 pathways. • Higher Education Awareness – visits and assemblies • Alumni assembly • Summer Careers Fair at JFAN with local, regional, national and international providers/employers/employees • Uttlesford Careers Fair • External providers, parents, ex-students and employers/employees delivering sessions • Careers Week activities • Apprenticeships workshop • Round Table Interview support 	<ul style="list-style-type: none"> • Fortnightly mentor meetings with form tutor, focusing on progress and next steps. • Half termly independent task activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information and post 18 pathways. • Careers interviews with a Level 6+ advisor for all at risk of NEET, PP and SEND Year 12 students, as well as those identified as not knowing next steps or unrealistic options. • Careers interviews with a Level 6+ advisor offered to all students • Transition support and guidance SEND • PP and vulnerable groups support • Application form guidance and support • Round Table Interview support and CV guidance • Speed dating session with local employers/employees about their world of work • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
	Defining yourself and your post 18 choices for Careers	

Year 13	<ul style="list-style-type: none"> • Fortnightly mentor meetings with form tutor, focusing on progress and next steps. • Half termly independent task activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information and post 18 pathways. • Higher Education Awareness – visits and assemblies • Alumni assembly • Careers Fair (JFAN and Uttlesford) • External providers, parents, ex-students and employers/employees delivering sessions • Careers Week activities • Application support and guidance 	<ul style="list-style-type: none"> • Fortnightly mentor meetings with form tutor, focusing on progress and next steps. • Half termly independent task activities focusing on Careers, using the platform of Unifrog to track aspirations and experiences. Unifrog also is used to give access to local, national and international labour market information, career pathway information and post 18 pathways. • Careers interviews with a Level 6+ advisor for all at risk of NEET, PP and SEND Year 13 students, as well as those identified as not knowing next steps or unrealistic options. • Careers interviews with a Level 6+ advisor offered to all students • Transition support and guidance SEND • PP and vulnerable groups support • Application support • Speed dating session with local employers/employees about their world of work • External providers, parents, ex-students and employers/employees delivering sessions and careers week activities, including assemblies, visits, clubs and small group sessions.
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Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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.

Meaningful online engagement is also an option and we are open to providers that are able to provide live online engagement with our pupils.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception, where these will be passed on to the library or Sixth Form prospectus area. The is available to all pupils at lunch and break times, and the Sixth Form prospectus area is based in their common room.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure shared on our website or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Approval and review

Approved [date] by Governors at Curriculum and Standards Committee

Next review: September 2023

Signed:

Chair of Governors

Head teacher