

Mayfield School Statement on Provider Access for Post 16 Education and Training Opportunities 2022-2023

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 following is relevant to the secondary provision of our School.

Pupil entitlement: All pupils 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 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 Mrs Denford – Careers Leader

Telephone: 02392 693432; Email: denfordr@mayfield.portsmouth.sch.uk

There is also a general careers website for information related to careers and post 16 destinations: careers@mayfield.portsmouth.sch.uk

Opportunities for access

Mayfield has several 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 contact our Careers Leader to identify the most suitable opportunity.

We have a Careers programme integrated into our Secondary School Tutor system termly. This includes tutor activities and a house assembly for all pupils, please contact the Careers Leader for opportunities to visit in these sessions. We work with EBP South who are always looking for volunteers to train to help with delivery of their programme within our school.

We can forward on correspondence for open events or online prospectuses. We can share on our social media posts relating to open events or opportunities for pupils to investigate their options. We can also share opportunities digitally around the school on our in-house TV system. Again, please email the Careers Lead with any information to be shared digitally with the pupils in the school.

In the spring term we welcome outside speakers in to talk and interact with all pupils across all subject areas about a future career path or aspiration. If you feel you would like to contribute to this provision again, please contact the Careers Lead.

This table highlights some of the opportunities you have to access our pupils:

| | Autumn Term | Spring Term | Summer Term |
|---------|--|---|---|
| Year 8 | PSHE Careers related topic in the curriculum | Parents evening | |
| Year 9 | | EBP: Speed Networking event Parents evenings Planning your future workshop (around option choices) and ICAN session | |
| Year 10 | Parents evening In School Careers Fayre Careers and Apprenticeship Fayre | EBP: Interview Preparation Day EBP: Mock interview Apprenticeship Bus Scheme of work in CPR unit | College Taster Day visit Next Steps Assemblies |
| Year 11 | Parents evening 1 In school Careers Fayre Weekly Assemblies Focused workshops on your choices in tutor time Break and Lunch time | Parents evening 2 Weekly Assemblies Focused workshops on your choices in tutor time Break and Lunch time | Focused workshops on your choices in tutor time Break and Lunch time CPR lessons Summer 2 |

Premises and facilities

The school will make the main hall, classrooms or confidential 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 with the reception team. This will be available to the pupils in the 'Wilkie Library' within the school which is managed by the school librarian and pupils have access to.

Providers are also able to leave a copy of their prospectus with the school dedicated Careers Advisor provided by EBP, please address to the Careers Advisor at Mayfield School.

The Careers Leader is also happy to distribute a prospectus to each of the schools Tutors and Heads of House, and all the relevant alternative provision within our school for reference of all pupils.

Approval and review

Approved by the board of Governors 10/11/2022. This will be reviewed in September 2023 for the academic year 2023-2024.

Signed by the Chair of Governors and the Careers Lead for Careers at Mayfield.

Next review: September 2023



Rebecca Denford Careers Lead

Chair of Governors:



Kelly Perrett – Chair of Governors

Date: 11/11/22