



Scissett Middle School

Working together, respecting all, because everyone matters

CEIAG Access Providers Policy

Signed: Ann Large
Headteacher

NR.
Chair of Governors

Agreed: 21 October 2021

To be reviewed: October 2022



CEIAG Provider Access Policy

Scissett Middle School

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.

Pupil entitlement

All pupils in Years 6-8 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 Adele Greenleaf, Head of Careers, Telephone: 01484 865444; Email: agreenleaf@scissett.com

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 pupils.

The Year plan for 2020 – 2021 is the Gatsby Checklist attached.

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 by Governors at Curriculum and Standards Committee 9th October 2019

Next review: October 2020

SMS 2020- 2021	Autumn	Spring	Summer
Yr 5	<p>Transition to SMS Virtual assembly</p>	<p><u>Feeder school – Birdsedge first school</u></p> <p><u>Careers assembly</u></p> <p><u>Stereotype Booklet for teachers to use.</u></p> <p><u>NCW – Virtual talks with students from Bradford university.</u></p>	<p><u>Transition booklets</u></p> <p><u>Shelley First School – Careers assembly and meet the fighter pilot from RAF/Maths teacher.</u></p> <p>Transition visit to SMS SLT to visit students at first schools</p> <p>Year 5 Transition day to SMS</p> <p>Year 5 Transition summer school</p>
CPD/meetings/ observations And clubs	<p><u>The career development landscape – evidence and impact statement – September 2020</u></p> <p><u>Careers meeting with SENDCO 23/9/20</u></p> <p><u>SEND advisory group meeting 24/9/20</u></p> <p><u>Virtual Medical festival meeting – 24/9/20</u></p> <p><u>CK Careers TEAMS meeting for virtual wallet 1st October 2020</u></p> <p><u>How to build an Alumni – 25/0.20</u></p> <p>CPD staff – 28.9.20</p> <p><u>Enterprise Club Meeting – AW and AGR – 3rd October 2020</u></p>	<p><u>CEIAG Meeting January 2021</u></p> <p><u>Careers fair meeting January 2021</u></p> <p><u>Meeting with EAN and EAC January 2021</u></p> <p><u>Growth Mindset training</u></p> <p><u>Women in Construction training.</u></p> <p><u>CEAIG meeting February 2021</u></p> <p><u>AGR observing AC on virtual/blended learning lesson of Careers.</u></p> <p><u>Women in Construction – 26.1.21</u></p>	<p><u>AGR observation of Year 7 Careers lesson</u></p> <p>Embedding Employability skills – 28.4.21 BM6 – Masterclass for Careers Leaders – 29.4.21 Connecting community and Character – 11.5.21</p> <p>Meeting with John Ingham – new Careers Governor – 22.4.21</p> <p><u>CPD for all staff on Maths/Curriculum and transferable skills for the future</u></p>

Resilience training KF and AGR 1st October 2020

Staff crib sheet October 2020

Meeting with Enterprise coordinator – Oct 2020

CEIAG Meeting December 2020

Level 1 - Employability Skills – 4.8.20

Employability Skills – 27.10.20

The importance of Careers education in Primary Schools – 4.11.20

Careers in the virtual world – 11.11.20

Amazing Apprenticeships and the Armed Forces – 25.11.20

Stereotypes in STEM – 26.11.20

Character Curriculum – 29.12.20

Governor training for John Ingham and Head of Careers – CEIAG – Wednesday 9th June

Middle school CEIAG Meeting 16th June

Careers training on the future of work experience – 22nd June

LMI display	LMI display	LMI display
Diversity and LGBT Careers display	Diversity and LGBT Careers display	Diversity and LGBT Careers display
Apprenticeship information	Apprenticeship information	Apprenticeship information
Gatsby Benchmarks and Apprenticeship information in Staff room	Gatsby Benchmarks and Apprenticeship information in Staff room	Gatsby Benchmarks and Apprenticeship information in Staff room
Feedback from parents/students on Careers Provision	Feedback from parents/students on Careers Provision	Feedback from parents/students on Careers Provision
Feedback for staff/governors on Careers Provision	Feedback for staff/governors on Careers Provision	Feedback for staff/governors on Careers Provision
Letters to enable personal guidance	Letters to enable personal guidance	Letters to enable personal guidance
Careers library	Careers library	Careers library
Posters on routes available	Posters on routes available	Posters on routes available
Students job vacancy information board	Students job vacancy information board	Students job vacancy information board
Poster advertising Careers Fair at Scissett	Poster advertising Careers Fair at Scissett	Poster advertising Careers Fair at Scissett
Twitter/Facebook messages on current LMI and local career events	Twitter/Facebook messages on current LMI and local career events	Twitter/Facebook messages on current LMI and local career events
Google review to staff/parents/students for feedback on trips	Google review to staff/parents/students for feedback on trips	Google review to staff/parents/students for feedback on trips
KMS allowed to join the CEIAG hub group – which enables us to get support from LEC (Careers enterprise and business partners	KMS allowed to join the CEIAG hub group – which enables us to get support from LEC (Careers enterprise and business partners	KMS allowed to join the CEIAG hub group – which enables us to get support from LEC (Careers enterprise and business partners

	<p>Careers pages in planner to record activities</p>	<p>Careers pages in planner to record activities</p>	<p>Careers pages in planner to record activities</p>
<p>Year 6</p>	<p>PHSE – Wellbeing and mental health – growth mind-set and irrational thinking</p> <p>Google review questionnaire</p> <p>Form time Booklets – What do I want to be when I grow up?</p> <p>Careers Assembly Where can you find information in school on careers? Teachers who have had other jobs</p> <p>Careers in the Curriculum assembly</p> <p>Monday 30th November Career Ready – Starters in all lessons all week on Careers in the Curriculum.</p> <p>School representative volunteers</p> <p>Careers in the Curriculum Design Technology –</p>	<p>PHSE – Money Matters</p> <p>Form time Booklets – What do I want to be when I grow up?</p> <p>Homework project – My family and the jobs they do.</p> <p>Assembly – what is an Apprenticeship NAW</p> <p>Monday 1st March NCW Career Ready – Starters in all lessons all week on Careers in the Curriculum.</p> <p>Future Goals Booklets sent to parents</p> <p>School representative volunteers</p> <p>Thursday class time teams meetings with people with different careers.</p>	<p>Culture Capitol – Book of knowledge</p> <p>School representative volunteers</p> <p>Giants – Girls introduced to Rugby – Challenging Stereotypes.</p> <p>Maths is everywhere Assembly ready for NSPCC Maths Day</p> <p>CIC day</p> <p>Careers in the Curriculum Maths – Theme Park project The scenario - A plot of land has become available and you have decided to build a brand-new theme park. You have managed to secure a £500 000 loan from the bank</p>

Food
What jobs and careers are involved with food packaging and labelling?

Textiles
Target Market and client profiles.
How to make a profit when making a textile item.

Careers in the Curriculum

Music – Orchestra did a performance and all the way through talked about jobs and careers in music.

Riot ACT – Road safety and talk about Careers in Acting

Culture Capitol – Book of knowledge

Career of the week

Life skills booklet SEND

ASK Apprentices Assembly – Linda Beaver

Assembly – What is LMI

Assembly – Part time jobs and the law

SEND booklet for parents

Harry Potter Day – Employability Skills work booklet

Sign language club – Employability skills

Skaii Cross – in charge Q&A with Veterinary nurse, guitar tutor, singer, baby sensory leader and photography retoucher.

Career of the week

Positive growth mindset Assembly

Apprenticeship assembly

National Book Day linked to NCW – What's your story?

A Zoom session for Y6 with an author called Lindsay Littleton, who will talk to them about the book she wrote about The Titanic and real-life passengers.

Assembly on Maths and English – why they are important in your life/career

None Screen day – well being

Science week – How to be a chemist?
Invitation to experiments and STEM
Ambassador talks via PADLET

During this activity the students have a range of tasks to complete, from building your theme park, to working out how much it costs to run and most importantly working out how much profit you can make

Thursday class time teams meetings with people with different careers.
Skaii Cross – in charge Q&A with Veterinary nurse, guitar tutor, singer, baby sensory leader and photography retoucher.

	<p>Thursday class time Teams' meetings with people with different careers. Skaii Cross – in charge Q&A with Veterinary nurse, guitar tutor, singer, baby sensory leader and photography retoucher.</p>		
Year 7	<p>PHSE – Wellbeing and mental health – resilience and self-esteem, reflection</p> <p>Careers Assembly Where can you find information in school on careers? Teachers and their other careers.</p> <p>Form time Booklets – What is an Apprenticeship?</p> <p>School representative volunteers</p> <p>SEND booklet for parents</p> <p>Google review questionnaire</p> <p>ASK Apprentices Assembly – Linda Beaver</p> <p>Apprenticeship booklet in form time</p> <p>Culture Capitol – Book of knowledge</p> <p>Life skills booklet SEND</p> <p>Monday 30th November Career Ready – Starters in all lessons all week on Careers in the Curriculum.</p>	<p>PHSE – jobs through the ages, career speed dating, unemployment, part time jobs, modern and futuristic jobs, reflection</p> <p>Homework project futuristic jobs and a career I would like to have.</p> <p>Form time Booklets – What is an Apprenticeship?</p> <p>Assembly – what is an Apprenticeship?</p> <p>Apprenticeship quiz and videos sent as homework.</p> <p>Apprenticeship booklet in form time</p> <p>Apprenticeship virtual careers fair</p> <p>Culture Capitol – Book of knowledge</p> <p>Assembly – Labour Market Information</p> <p>Well being cards activity – SEND students</p> <p>Monday 1st March NCW</p>	<p>Culture Capitol – Book of knowledge</p> <p>School representative volunteers Numeracy and literacy Teaching mentors</p> <p>Discuss and debate – Science: Careers in tourism versus the environment. Should girls be encouraged to do STEM Careers?</p> <p>Discuss and Debate – What is Enterprise Discuss and Debate – Should teenagers get part time jobs?</p> <p>Discuss and Debate – workplace visits – Health and Safety posters</p> <p>Giants – Girls introduced to Rugby – Challenging Stereotypes.</p> <p>Riot Act – Road Safety event</p> <p>Entrepreneur club</p>

Assembly – What is LMI

Assembly – Part time jobs and the law

Discuss and debate – Science:
Careers in tourism versus the environment.
Should girls be encouraged to do STEM
Careers?

Discuss and debate sessions – Interview skills
and what is an Apprenticeship?

Science Plenary- Black History Month Celebrating
the accomplishments of successful BAME in STEM
Careers Mark Richard Amazing Untold Story Of
NASA's Brilliant African-American Female
Scientists Donald Palmer Charlotte Armah
Sanjeev Gupta Jassel Black Scientists: Past,
Present and Future

Career of the week

Careers in the Curriculum

Design Technology –

Food

Unusual careers in Food technology
Careers in Food that need Science

Textiles

Superdry the company and what is an
entrepreneur?

Career Ready – Starters in all lessons all
week on Careers in the Curriculum.

School representative volunteers

Careers in ICT for Girls

Future Goals Booklets sent to parents year
before

Discuss and debate – Science:
Careers in tourism versus the environment.
Should girls be encouraged to do STEM
Careers?
Tourist Industry V the environment

**Interview skills session on Teams. With
employers and apprenticeces. C&K
Careers workshop – all of year 7**

**Interview skills session on Teams. With
employers and apprenticeces. C&K
Careers workshop – all of year 7**

Virtual Careers fair

Career of the week

**Virtual Speakers into schools
Microsoft, wildlife cinematographer and
VFX**

Maths is everywhere Assembly ready for
NSPCC Maths Day

		<p><u>NatWest Dream Bigger – entrepreneur/enterprise/resilience sessions</u></p> <p><u>Magna GUTS – Virtual STEM Careers fair</u></p> <p><u>Well being cards activity – SEND students</u></p> <p><u>Positive growth mindset Assembly</u></p> <p><u>Apprenticeship assembly</u></p> <p><u>National Book Day linked to NCW – What’s your story?</u></p> <p>Assembly on Maths and English – why they are important in your life/career</p> <p>None Screen day – well being</p> <p>English Cross -curricular Project - advertising a chocolate product.</p> <p>French – Jobs in the Air</p> <p>Science week – How to be a chemist? Invitation to experiments and STEM Ambassador talks via PADLET</p>	
Year 8	<p><u>PHSE</u> – Wellbeing and mental health – Diversity, sexual/gender, identity and belonging</p> <p><u>Careers Assembly</u> Where can you find information in school on careers? What visits</p>	<p><u>PHSE</u> – Who am I? strengths and weaknesses, skills, routes available, Apprenticeships.</p> <p><u>Homework project</u> A 3d model of who I am.</p>	<p><u>Careers in the Curriculum</u> <u>English Department</u> - Journalistic team project scheme of work, resulting in students learning about newspapers/ journalism/ news articles and writing and editing one based on local/ school news in teams.</p>

am I doing this year? Teachers and their other careers.

Form time Booklets – What is an Apprenticeship?

STEM Club Electronics/Design and make a drone

SEND booklet for parents

Google review questionnaire

School representative volunteers

ASK Apprentices Assembly – Linda Beever

Culture Capitol – Book of knowledge

Life skills booklet SEND

Monday 1st November
Career Ready – Starters in all lessons all week on Careers in the Curriculum.

Apprenticeship booklet in form time

University virtual visit

Huddersfield New College /Greenhead virtual visit.

Leeds UTC Virtual visit

Form time Booklets – What is an Apprenticeship?

STEM Club Electronics/Design and make a drone

University visit

Apprenticeship booklet in form time

Assembly – what is an Apprenticeship?

Apprenticeship virtual careers fair

Apprenticeship quiz and videos sent as homework.

Culture Capitol – Book of knowledge

Assembly – Labour Market Information

School representative volunteers

Throughout the year each Year 8 student does office duty for a day.

Careers in the Curriculum Science - Careers focus
When teaching this module encourage appropriate careers linked to this work;

Careers in the Curriculum Physical Education Department
Sports leader who referee matches for students at the neighbouring first schools.

Culture Capitol – Book of knowledge

STEM Club Electronics/Design and make a drone

Resilience sessions for vulnerable students.

Visits to Shelley College

Virtual University visit

Virtual Barnsley College visit
(Hair and Beauty, Sport, performing Arts and University Campus)

U Tube video for Transition for Year 8

Life lessons – How to write a CV
Interview skills assembly

Giants – Girls introduced to Rugby – Challenging Stereotypes.

Discuss and Debate – What is Enterprise

Discuss and Debate – workplace visits – Health and Safety posters

Maths is everywhere Assembly ready for NSPCC Maths Day

Barnsley College/Kirklees college virtual visit

Discuss and debate sessions – Interview skills and what is an Apprenticeship?

Careers in the Curriculum

Design Technology –

Food

What is the difference between a food scientist/Microbiologist/Environmental Health office/Food standard agent?

Textiles

Careers in Textile Design – journalist, bloggers or designers. Which would be best and why?

Careers in the Curriculum

Music – Rock Band - did a performance and all the way through talked about jobs and careers in music.

Assembly – What is LMI

Assembly – Part time jobs and the law

Discuss and debate

University V Apprenticeships?
Should girls have careers in construction?

Life lessons - Stereotyping

Career of the week

Black History Month – Blacks Chefs in History – Food and nutrition.

– doctors /nurses /dieticians / nutritionists /personal trainers (research homework on one of the careers)

Science week

The world of Robotics
Medical Heart dissection

Monday 1st March

Career Ready – Starters in all lessons all week on Careers in the Curriculum.

Business Enterprise Coordinator Assembly on How to run your own business or be an Entrepreneur

Enterprise/entrepreneur lunchtime club

Careers in ICT for Girls

Positive growth mindset Assembly

Future Goals Booklets sent to parent’s year before

Build your future workshop – LMI, buzz quiz, CV, Meet employers and apprentices

Build your future workshop – LMI, buzz quiz, CV, Meet employers and apprentices

Virtual Careers fair

Virtual UTC and Kirklees College visit

Transition day to S.College

Entrepreneur club

	<p>Numeracy Mentors – Apply with job application for job.</p> <p><u>Young reporters’ team</u></p> <p><u>Open Evening Caterers</u> – FSM/PP students who are interested in catering/hospitality to plan/prepare and serve at new parents open evening. This year to make food at school for virtual open evening.</p>	<p><u>Careers in the curriculum – career pilot – subjects and careers related to them.</u></p> <p><u>Go Higher website – information via video of student’s perspective of colleges and universities in the local area.</u></p> <p><u>Wakefield college study packs</u></p> <p>Career of the week</p> <p><u>Virtual Speakers into schools</u> <u>Microsoft, wildlife cinematographer and VFX</u></p> <p><u>Magna GUTS – Virtual STEM Careers fair</u></p> <p><u>Well-being cards activity – SEND students</u> <u>Digital footprints and employability</u></p> <p><u>National Book Day linked to NCW – What’s your story?</u></p> <p>Assembly on Maths and English – why they are important in your life/career</p> <p>French – Jobs in the Air</p> <p>None Screen day – well being</p> <p>Science week – How to be a chemist? Invitation to experiments and STEM Ambassador talks via PADLET</p>	
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Gatsby Benchmarks colour code



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