



Provider Access Policy

This policy has been approved by the Board of Trustees with reference to the academy's Equality Policy. The aims of the Equality Policy are to ensure that Plume Academy meets the needs of all, taking account of gender, gender identity, ethnicity, culture, religion, language, sexual orientation, age, ability, disability and social circumstances. It is important that in this academy we meet the diverse needs of students to ensure inclusion for all and that all students are prepared for full participation in a multi-ethnic society.

Approved by: Board of Trustees

Last reviewed on: June 2021

Date of next review due: June 2022

Introduction

This policy statement sets out the academy's arrangements for managing the access of providers to students at the academy for the purposes of providing them with information about the provider's education or training offer. This complies with the academy's legal obligations under Section 42B of the Education Act 1997.

Student entitlement

Students in Years 8-13 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;
- 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; and
- understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

A provider wishing to request access should contact: Beth Meltzer, the academy's CEIAG (Careers, Education, Information, Advice and Guidance) Lead via:

Telephone: 01621 854681

Email: B.Meltzer@plume.essex.sch.uk

Opportunities for access

A number of events, integrated into the academy careers programme, will offer providers an opportunity to come into the academy to speak to students and/or their parents or carers. Please find attached an overview of our intended curriculum.

Understanding our Intended Curriculum				
	Intent	Autumn Term	Spring Term	Summer Term
Year 7	<ul style="list-style-type: none"> - Students will understand why we study a broad and balanced curriculum - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Autumn 2 PD (Personal, Development) unit – Enterprise skills. Students will make links with employability skills and curriculum learning. Assembly programme	National Careers Week Assembly programme.	Assembly programme
Year 8	<ul style="list-style-type: none"> - Students will develop their awareness of STEM (Science, Technology, English and Mathematics) careers - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Assembly programme	National Careers Week. National Science week - Focus on STEM careers. Assembly programme	Summer 2 PSHE unit – Money Management. Assembly programme
Year 9	<ul style="list-style-type: none"> - Students will develop their understanding of career pathways and LMI in order to make informed GCSE option choices - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Autumn 2 PSHE Unit – Careers and GCSE options Introduction to LMI (Labour Market Information) and how this can impact future career decisions. Assembly programme	National Careers Week. Assembly programme	Assembly programme
Year 10	<ul style="list-style-type: none"> - Students will develop their knowledge and understanding of the work experience programme - Students will develop their knowledge and understanding of employability skills - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Assembly programme. Parent Information Evening – Introduction to the work experience programme	National Careers Week Assembly programme	Summer 1 - Employability workshops - Interview skills, Curriculum Vitae (CV) writing, applying for a job. Summer 2 PD unit – Preparing for work experience 1 week work experience placement. Assembly programme
Year 11	<ul style="list-style-type: none"> - Students will know and understand the post-16 options available to them - Students will have access to a range of post-16 providers - Students will know how and where to access relevant CEIAG resources 	Autumn 2 PSHE unit – Post 16 options and employability skills. Students will have access to the full range of post-16 options available including apprenticeships/technical qualifications. Assembly programme	National Careers Week. Apprenticeship workshop. Assembly programme	

Year 12	<ul style="list-style-type: none"> - Students will know and understand the post 18 options available to them - Students will have access to a range of post 18 providers - Students will have access to a work experience placement - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Assembly programme	National Careers Week. Post 18 option assemblies – a series of Post 18 assemblies, including one on apprenticeships and academy leaver programmes/degree apprenticeships. Assembly programme	1 week work shadowing placement. Student and parent/carer workshops – preparing for post-18 options. Tutor programme – preparing for work shadowing. Assembly programme
Year 13	<ul style="list-style-type: none"> - Students will have access to personalised support with post 18 destinations - Students will know how and where to access relevant CEIAG resources - Students will have at least one meaningful encounter with an employer 	Tutor programme – preparing for post 18 options. Assembly programme	National Careers Week. Additional support is given to students who have not applied to university (once UCAS deadline has passed). National Careers Week Assembly Programme	

Under the academy’s safeguarding policy, we ask providers who will have the opportunity for regular contact with children to have a DBS check in place. They will also be subject to reasonable supervision in accordance with both statutory as well as our own safeguarding protocols.

Premises and facilities

The academy will make the stage hall, classrooms and/or private meeting rooms available for discussions between the visiting provider and students, as appropriate to the activity. The academy will also make available equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the CEIAG Lead or a member of her/his team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with the academy’s Careers Advisor. Students can have access to this information during break and lunchtime, as well as during their one-to-one guidance interviews.