



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: July 2024

Date of next review due: July 2025

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: Mr John Hallam, Assistant Vice Principal College and the academy's CEIAG (Careers, Education, Information, Advice and Guidance) Lead via:

Telephone: 01621 854681

Email: j.hallam@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/provider 	<p>Assembly programme Launch of Unifrog</p>	<p>National Careers Week including Careers Fair Assembly programme. Spring 2 Personal, Development unit – Careers. Specific focus on ‘Wants and Needs’, aspiration/ambition, gender stereotypes in careers and being enterprising. Assembly with Chelmsford College</p>	<p>Assembly programme</p>
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/ provider 	<p>Assembly programme Revisiting Unifrog</p>	<p>National Careers Week including Careers Fair. Assembly programme Spring 2 Personal, Development unit – Careers. Specific focus on skills needed for employment, aiming high and entrepreneurship. Assembly with Chelmsford College</p>	<p>Assembly programme</p>
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/provider 	<p>Assembly programme Using Unifrog to make options choices</p>	<p>National Careers Week including Careers Fair Assembly programme Careers and GCSE options Spring 2 Personal, Development unit – Careers. Specific focus on personal development plans a career choices. Introduction to LMI (Labour Market Information) and how this can impact future career decisions.</p>	<p>Assembly programme</p>
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/provider 	<p>Autumn 1 Personal, Development unit – Careers. Specific focus on applying for jobs, the interview process and work experience. Parent Information Evening – Introduction to the work experience programme</p>	<p>National Careers Week including Careers Fair Assembly programme</p>	<p>Interview skills workshop and mock interview day 7 day work experience placement (TBC). Assembly programme</p>

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 including Careers Fair 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/provider 	Tutorial programme	National Careers Week including Careers Fair Tutorial programme	<p>7 day work shadowing placement (TBC).</p> <p>Student and parent/carer workshops (Destinations Day – preparing for post-18 options). Guest speakers including University of Essex, Make Happen, AIM Apprenticeships</p> <p>Trip to University of Essex (Uni Insight day)</p> <p>Tutor programme – preparing for work shadowing.</p>
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 UCAS support Trip to UK Universities and Apprenticeship Search Fair (Chelmsford Racecourse)	National Careers Week including Careers Fair	

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.