



Poynton High School: Provider Access Procedure

Introduction

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

Student entitlement

All 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;
- 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 Amanda Bibby, Careers Department, Telephone: 01625 871811; Email: SBibby@phs.cheshire.sch.uk Please see below the Careers Journey experienced by our students which may give prospective providers an idea of the opportunities available for them to interact with our students.

Opportunities for access

Poynton High School offers a comprehensive CEIAG programme and an overview of this programme can be viewed on our website. There are a number of events within our Careers Programme where we can offer providers the opportunity to come in to school to

speak to students or their parents or carers. Please speak to our Careers Leader, Mrs Bibby, to identify which would be the most suitable opportunity for your organization.

The school will make a suitable space available for the provider to communicate their offer to the target students, as appropriate to the activity. The school will make available the ICT or other specialist equipment or support required by the provider within the boundaries of what we can support in our school. This will all be discussed and agreed in advance of the visit.

Providers are welcome to either leave copies of their prospectus or course literature with us or to send it in and this will be displayed and made readily available to all students via our Careers Library. It will be referred to by our Careers Adviser during 1:2:1 meetings with students. If you have digital resources, we will add these to the student and parent resources on our website.

Providers are welcome to send the school publicity materials for upcoming open events/taster days etc and we will publicise this via the Student Bulletin to the relevant cohorts and to parents via our newsletter and Year group bulletins.

We employ a qualified Careers adviser, Mrs Katy Rush, to provide independent advice and guidance to students. Any student, from Year 7 to Year 13 can request to meet with the Careers Advisor 1:2:1 but she also provides a lunchtime drop in session on her working days at PHS for students and manages a Careers Enquiries email account for parents.

All Year 12 students complete a week of work experience in the summer term. If you are able to assist with providing any work experience places please contact Mrs Amanda Bibby at school.

We work closely with the Macclesfield Pledge (further information about the Macclesfield Pledge can be found at <http://www.macclesfieldpledge.co.uk/>) Students in Year 12 to 13 are offered the opportunity to participate in the Employment Readiness Programme delivered in conjunction with the Pledge. The Macclesfield Pledge are keen to expand the employers and educational providers they work with and if you or your organisation would like to contribute to the valuable work of The Pledge, connecting employers, apprenticeship providers and educational establishments with students, please contact Georgina Mills, our local Pledge Facilitator on Georgina.Mills@871candwep.co.uk

We also offer the Career Ready programme which is offered to students in the Sixth Form starting in Year 12. The programme offers mentoring from local business people, opportunities to engage with employers across the country and paid internships. More information about this programme can be found at <https://careerready.org.uk/>

Please speak to our Careers Department (Mrs A Bibby) to identify which would be the most suitable opportunity for you.

Careers Link Governor: Caron Tinto

Approval and review

Approved on 15 September 2022 by the Board of Governors

Next review: Autumn 2023



PHS Careers Journey



Our aim is to encourage all of our students to think widely about future opportunities and availability of careers. We challenge them not to think stereotypically about jobs or courses. Our learners gain the skills and knowledge needed to take responsibility for planning their futures and be prepared (from as early as Year 7) to learn from employer encounters.



