



## **Careers and Access Provider Policy**

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**Perins School**

**2018 - 2020**

## **Introduction**

The information below sets out the school's arrangements for managing access of providers to students at Perins, for the purpose of giving students information about the provider's education or training offer. This complies with the school's legal obligation under Section 42B of the Education Act 1997.

## **The Perins Careers Programme**

Perins School is committed to delivering a careers programme that meets all eight Gatsby Benchmarks. The school has a structured careers programme designed to meet the needs of all students throughout their time at Perins, to ensure they have a positive transition to their next stage of education or training. To this end, all students will leave Perins with a "moving on" plan.

Careers education is delivered as part of students' Life Studies lessons, through 1:2:1 sessions with an Independent Careers Advisor, support from their tutor and enrichment opportunities and inputs from visiting education and training providers and professionals.

- In Year 8, students are taught how to write a C.V. and covering letter. They are given workshops on interview technique and then we offer students an interview with an external professional.
- In Year 9 and Year 10, students are visited by external professionals who teach them about employ-ability skills and advise them on what companies are looking for when students leave full-time education.
- In Year 11, the tutor team works with each student to help them to complete an application form before taking part in a compulsory, mock one-to-one interview. The mock interviews are conducted by local business men and women, who will give students a critique of their application and feedback on their interview technique.
- Perins organises an Annual Careers Fair for Year 10 and 11 students and their parents. This is an opportunity for students to meet with representatives from the local sixth form colleges, apprenticeship providers and local businesses.
- All Year 11 students are invited to have an appointment with our impartial Independent Careers Advisor, who is usually in school on Thursdays. Any Year 11 student who would like an appointment with the careers advisor can request one through Student Services or their tutor. Students will have an interview followed up with a typed action plan, which they are encouraged to share with parents and carers.
- After Easter, the focus for individual interviews will shift to Year 10 students.
- Students from Year 7 onwards can access the bespoke careers support programme, giving careers information appropriate to any stage in their education.

Perins actively encourages and values the input that external providers can contribute to enhance our career programme. Any education or training provider who would like to talk to our students about post-16 pathways in terms of courses, apprenticeships or local opportunities will be most welcome to come into school at a mutually agreed time. The school can accommodate whole year group assemblies or small group classrooms for this purpose. We are also keen to encourage providers and local employers to help with mock interviews or at any other appropriate point in the careers programme.

**All visitors to the school will be expected to comply with the school's safeguarding policies and requirements, e.g. DBS checks.**

**When providers are on the school site, school staff will seek to ensure they are given adequate working space and/or facilities as appropriate.**

Please contact Miss A Craig in the first instance to discuss your requirements:

Miss A Craig – Assistant Headteacher – Senior Careers Link, [craig@perins.hants.sch.uk](mailto:craig@perins.hants.sch.uk)

Mrs Alison Mayne – Link Governor, [amayne@perins.hants.sch.uk](mailto:amayne@perins.hants.sch.uk)

Olwen Parkinson, Registered Careers Advisor, [parkinson@perins.hantssch.uk](mailto:parkinson@perins.hantssch.uk)

### **Assessment of Impact and Policy Review**

To ensure that we are consistently improving, we measure our existing programme annually against the Gatsby benchmarks, in discussion with staff, external partners and in line with our statutory obligations.

The CEIAG policy is reviewed biannually unless there is a significant change within that time. The next date of review is September 2020.