



## Management of provider access requests

### Procedure

A provider wishing to request access should contact J Blears, CEIAG lead, Telephone: 01254 249134; Email: [jblears@pleckgate.com](mailto:jblears@pleckgate.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 and/or their parents/carers.

<b>Year 7</b>	Children have an introduction to a number of different types of job/careers in lessons and Tutor time.
<b>Year 8</b>	Children have a continuation of careers and guidance information in lessons as well as developing their knowledge of employment through virtual visits.
<b>Year 9</b>	Children have a continuation of careers and guidance information in lessons and departmental trips, as well as teaching them about education and career pathways. This is shared through information and guidance provided by teachers and employers. In addition they will be introduced to the Local Labour Market information to support choices for key stage 4 options.
<b>Year 10</b>	Children have a continuation of careers and guidance information in lessons, visiting employers and departmental trips. Teaching them about their options for key stage 5 education and employment. Children will receive a one to one interview to help them navigate the decisions they will be making for the end of Year 11. This is inclusive of CV writing, personal statements and interview skills.



<b>Year 11</b>	Children have a continuation of careers and guidance information in lessons, visiting employers and departmental trips. We will support them in their decisions and applications to Colleges, Sixth forms and Apprenticeships. This is inclusive of updating their CV, personal statements and interview skills.
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## **Weekly Assembly Programme and Tutor Group Sessions**

There is an opportunity for employers to engage with pupils in our school about particular work sectors. This can be done through our assembly programme and use of tutor time.

## **Curriculum Opportunities**

There are opportunities for employers to liaise with the CEIAG coordinator and Heads of Department to educate our pupils on how their subject leads onto further study and/or employment.

Examples of how you might support specific subject areas:

- Subject specific talks in lessons
- Opportunities for practical application of knowledge and skills
- Competitions
- Projects to extend learning
- Visits to places of employment

Please speak to our Careers Coordinator J Blears [jblears@pleckgate.com](mailto:jblears@pleckgate.com) to identify the most suitable opportunity for you.

## **Premises and facilities**

If an in-school meeting is arranged: The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available any 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.

If it is appropriate for a virtual meeting to go ahead: The school will make the arrangements with the IT support team to provide technical support and ensure that the live or pre-recorded session can be accessed by our pupils and staff.

Providers are welcome to send a digital copy of their prospectus or other relevant course literature to the CEIAG coordinator J Blears. This information will then be distributed through our online Careers classroom for all pupils to access.