

# Felixstowe International College

## Careers Programme Provider Access Policy



### Introduction

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

### Pupil entitlement

All pupils in years 8 to 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.Sharon Breach, Careers Lead, via email [sharonbreach@ficedu.org](mailto:sharonbreach@ficedu.org)

#### 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 or their parents or carers. Alongside these events, providers are always welcome to speak to students in our whole-school weekly assembly or to hold workshops with specific groups of students:

Year group	Autumn Term	Spring Term	Summer Term
Year 8	Overview of post 16 options for students and parents, to include: A levels, Applied General Qualifications (e.g., BTECs), technical and vocational qualifications, apprenticeships, traineeships and supported internships.	Meetings with professional careers adviser.  Meeting with a provider of technical education or apprenticeships	Technical/vocational tasters at local college/s, training providers
Year 9		Meetings with careers adviser  KS4 options event	Technical/vocational tasters at local college/s, training providers

September 2023  
For review September 2024

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		Meeting with a provider of technical education or apprenticeships	
<b>Year 10</b>	Life Skills – work experience preparation sessions	Meetings with careers adviser  Encounter with approved technical education or apprenticeships through  Technical/vocational tasters at local college/s, training providers adviser	Life skills – assembly and tutor group opportunities
<b>Year 11</b>	Post 16 provider open evenings: opportunities to visit local Further Education and sixth form colleges, and other training providers regarding A level, Applied General, technical and vocational and apprenticeships.  Post 16 applications	Meetings with careers adviser  Post-16 interviews  Encounter with approved technical education or apprenticeships.	Confirmation of post 16 education destinations for all students
<b>Year 12</b>	Higher Education Fair at University of Suffolk for a variety of HE providers including local Further Education colleges  Post-18 assembly – higher and degree apprenticeships	Small group sessions: future education, training and employment options  Meetings with careers adviser  Encounter with a provider of technical education or apprenticeships	Small group sessions: future education, training and employment options
<b>Year 13</b>	Workshops – HE and higher apprenticeship applications  Open day visits to a variety of education providers	Meetings with careers adviser	Confirmation of post 18 education destinations for all students

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Please speak to our Careers Leader to identify the most suitable opportunity for you.

#### **Premises and facilities**

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and students, as appropriate to the activity. The school will also make available AV and other 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 SLT.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader.

Approval and review

Approved September 2023 by Governors

Signed: Robert Noakes, Chair of Governors

Rebecca Mainprice, Principal