

Careers and Provider Access Policy

Central Hub Brighton

The Connected Hub and Brighton and Hove Pupil Referral Units

Approved by:	Co-Head Teachers	Date: January 2023
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Last reviewed on:	January 2023
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Next review due by:	January 2025
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Note: Central Hub Brighton operates with a Management Committee as its governing body. For all references to Governing Body and Governors in this document, the duties and responsibilities will be carried out by the CHB Management Committee and its members

Central Hub Brighton Careers Policy including Provider Access Policy Statement

Central Hub Brighton provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils. This is developed throughout a pupil's time at the provision and is always supportive of their abilities, strengths and skills.

Aims and purpose

- Prepare pupils for the transition to life after Central Hub Brighton
- Support pupils in making informed decisions which are appropriate for them
- Provide pupils with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate pupils to develop themselves as individuals and live as independently as is possible

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

Statutory requirements and recommendations

The careers provision at Central Hub Brighton is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997.

This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including apprenticeships
- be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document, under Provider Access.

Careers Provision at Central Hub Brighton

All pupils have access to the following:

- Careers and preparing for life after Central Hub Brighton is a fundamental aspect of our curriculum
- Visitors in to school and offsite visits support pupils in developing their understanding of a range of different post 16 pathways.
- All pupils from Year 9 have access to advice and guidance from our Careers Advisor
- Regular communication with families and the Management Committee with regards to careers provision and its impact

Key Stage 3

- Pupil pathways onto accredited and vocational courses are planned and prepared for in KS3
- Year 9 pupils and their families invited to relevant careers and skills fairs, both in and out of school

Key Stage 4 (in addition to KS3 ongoing provision)

- One-to-one meetings with families, the school Careers Advisor in Year 10 and Year 11 informs individual routes into Post 16 provision and appropriate and meaningful work experience opportunities
- Pupils in Year 10 and 11 undertake Work Experience and work-based placements and opportunities where possible.

- Pupils in Year 10 and 11 have the opportunity to access different training providers to develop the variety of experiences they have to support informed choices about future education, training and employment pathways
- Year 10/11 Mentoring programme through Key Work sessions.

The overall organisation of work experience is undertaken by the school Careers Advisor and senior team members to ensure the most relevant and engaging opportunities are taken. Families are informed and communicated with throughout the process and a work experience agreement form and work experience information form are completed. All pupils on placement are covered by the employers' insurance and places of work are risk assessed by the Careers Leader in liaison with the CSW work experience database.

Providers Access Policy Statement

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 8-13 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 Cordelia Millington (Careers Advisor), Telephone: 01273 916594; Email: cordeliyamillington@chb.org.uk

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:

Premises and facilities

The school will make the classrooms or meeting spaces 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 Advisor or a member of the senior team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with Cordelia Millington, Careers Advisor. This will be made available to pupils and families as appropriate.