



RICKMANSWORTH SCHOOL

Careers Guidance: Details of the Careers Programme and a Provider Access Statement

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OVERVIEW

Purpose

This policy statement sets out Rickmansworth 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.

Review Process

This document will be reviewed in accordance with our policy review process on a three-yearly basis or on the introduction of new or amended relevant legislation.



Tony Walker
CHAIR OF GOVERNORS



Matthew Fletcher
HEADTEACHER

Aims

This policy statement aims to set out our School's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

Statutory Requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the Education Act 1997.

This policy shows how our school complies with these requirements.

Student Entitlement

All students in years 8 to 13 at Rickmansworth School are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of our careers programme which provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships.

- Understand how to make applications for the full range of academic and technical courses.

Management of Provider Access Requests

A provider wishing to request access should contact Mrs K Link, Head of Careers

Telephone: 01923 773296

Email: klink@rickmansworth.herts.sch.uk

Opportunities for Access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

Year Group	Planned across the academic year	Planned Events
Year 7	Careers modules in L3 Assemblies Research using Unifrog	
Year 8	Careers modules in L3 Assemblies Research using Unifrog	Work shadowing WFC Inspires Programme Young Enterprise 'Tenner' Challenge
Year 9	Careers modules in L3 Assemblies Research using Unifrog	WFC Inspires Programme KS4 Options assemblies Parent Information Evening Which Way Now?
Year 10	Careers modules in L3 Assemblies Research using Unifrog	Key Skills Day Work experience preparation Work experience x 1 week Peter Jones 'Tycoon'
Year 11	Careers modules in L3 Assemblies Research using Unifrog	YC Herts 1:1 interviews Morrisby Profile testing (optional) Options at 16+

Year 12	Assemblies Research using Unifrog	Destinations Day x 2 Young Enterprise Company Programme Work experience x 1 week
Year 13	Assemblies Research using Unifrog	Destinations Day Morrisby Profile testing (optional)

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

Premises and Facilities

Rickmansworth School will make a suitable venue, classroom or private meeting room 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 Head of Careers.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers section of the Library, which is managed by the Head of Careers. The Library is available to all students before School, during break and lunchtime, and after School until 4.15pm. Students in Year 12 and 13 can also access the Library during independent study periods.