



CAREERS GUIDANCE AND PROVIDER ACCESS POLICY

Morecambe Bay Academy
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SLT Reviewer: Ms J Pardoe



1. Compliance

1.1. This policy has been prepared with due regard to the following statutory provisions, guidance and policy:

1.1.1. Section 42AB, 42B, 45 and 45A of the Education Act 1997;

1.1.2. Schedule 4 (15) of the Education and Skills Act 2008;

1.1.3. Section 72 of the Education and Skills Act 2008;

1.1.4. the Education (Careers Guidance in Schools) Act 2022;

1.1.5. The Department for Education's statutory guidance, "Keeping children safe in education" September 2023 (as amended); and

1.1.6. Morecambe Bay Academy/School's child protection and safeguarding policy.

2. About this policy

Morecambe Bay Academy is committed to ensuring that its pupils receive rounded careers guidance incorporating opportunities in technical education and through apprenticeships. The school has a well-established careers guidance programme. This policy compliments that programme.

The school is committed to ensuring that its pupils receive at least six encounters with education and training providers during years 8 – 13.

The school is required to provide a range of technical education and training providers access to its pupils from year 8 and to allow pupils to hear from a range of local providers about the opportunities they offer.

This policy will set out how training providers can request access to the school's pupils in conjunction with our established careers guidance programme.

Roles and Responsibilities

The Governing Body will;

- ensure that careers advice is given to all pupils aged 11 and over which;

- is presented impartially;
- includes information on all training and education options; and
- promotes the best interests of the pupils to whom it is given.
- allow a range of education and training providers access to pupils in year 8 and above to inform them about approved technical education qualifications and apprenticeships;
- ensure that the School measures and assesses the impact of the careers programme on its pupils;
- ensure that the School publishes a summary of the programme on its website; and
- ensure that the programme of careers guidance and the name of the Careers Leader are published on the School's website.

The Careers Leader is responsible for;

- taking responsibility for the developing, running and reporting on the careers programme;
- planning careers activities, managing the careers budget;
- co-ordinating staff involved in the programme; and
- networking with employers and education and training providers.

The Careers Leader is Alicia Louth and they can be contacted via:
alouth@morecambabayacademy.co.uk

Career Guidance

The school is committed to complying with the 8 Gatsby Benchmarks to develop a careers programme that increases opportunities for pupils to access experiences of the workplace and engagement with employers, colleges, training providers and universities. The 8 Gatsby Benchmarks are:

- a stable careers programme;
- learning from career and labour market information;
- addressing the needs of each pupil;
- linking the curriculum learning to careers;
- encounters with employers and employees;

- experiences of workplaces;
- encounters with further and higher education; and
- personal guidance.

Provider Access

Pupils will have at least six opportunities to meet with providers from years 8 – 13. At the minimum this will include;

- two encounters for pupils during years 8 or 9 that are mandatory for all pupils to attend;
- two encounters for pupils during years 10 or 11 that are mandatory for all pupils to attend; and
- two encounters for pupils during years 12 or 13 that are optional for pupils to attend.

All mandatory encounters with providers will take place during the school day and the provider will be given a reasonable amount of time to, as a minimum; share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers; explain what career routes these options could lead to; provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and pupils from the provider); and answer questions from pupils.

The school is committed to ensuring that all pupils will access at least six education and training providers opportunities. One encounter is defined as one meeting/session between pupils and one provider. We are committed to providing meaningful encounters to all pupils using the Making it meaningful checklist.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our pupils.

Procedure for provider access requests

Should a provider wish to request access to our pupils, a written request should be sent to reception@morecambabayacademy.co.uk

A member of the school's administration team will acknowledge your request and advise you of the next available opportunity within the career's guidance programme for the provider to access our pupils.

The school will also need to have information about your organisation, what technical education or apprenticeships you offer and what you propose to do if granted access to our pupils.

Current opportunities

The careers guidance programme has the following events for each year group, in each term, which provide opportunities for providers to meet our pupils:

| | Autumn Term | Spring Term | Summer Term |
|----------------|---|--|-----------------------------------|
| Year 7 | Subject specific talks | National Apprenticeship week National Careers week College assembly Apprenticeship assembly University assembly | |
| Year 8 | Subject specific talks | National Apprenticeship week National Careers week College assembly Apprenticeship assembly University assembly | Enterprise day |
| Year 9 | Subject specific talks | National Apprenticeship week National Careers week College assembly Apprenticeship assembly University assembly Options and aspirations evening | |
| Year 10 | Employer panel | National Apprenticeship week National Careers week College assembly Apprenticeship assembly University assembly Employer panel | Employer panel Work experience |
| Year 11 | Mock interviews | National Apprenticeship week National Careers week College assembly Apprenticeship assembly University assembly | |
| Year 12 | Sector/industry talk University talk Apprenticeship talk | National Apprenticeship week National Careers week | Work Experience |
| Year 13 | Sector/industry talk University talk Apprenticeship talk Mentoring | National Apprenticeship week National Careers week Mentoring | Mentoring |

We can assist providers to identify the most suitable event in the programme.

Conditions for access

Safeguarding of our pupils is of paramount importance for the school.

The school's child protection and safeguarding policy is accessible on our website and sets out the requirements for visitors to gain access to our pupils to speak with them. Should you have any difficulty accessing our child protection and safeguarding policy on our website, a copy can be provided upon request.

If a provider cannot meet the requirements of our child protection and safeguarding policy, they will not be granted access to our pupils.

Facilities

The school can make the following arrangements as appropriate to the activity which is being undertaken during the providers visit:

Time during events to address pupils

IT facilities

Digital projectors

Flipcharts

Access to the relevant cohort of pupils in the main hall, studio or library

Classrooms for smaller activities

The school welcomes providers to leave their course prospectus and complimentary information about their organisation which can be made available throughout the year to our pupils.

Such material will only be made available once the school has verified that it is suitable for its pupils.

Complaints

Complaints about this policy should be via the school's published complaints procedure available from <https://morecambabayacademy.co.uk/>

Appendix 1

Previous Providers

In the previous terms/years the school has invited the following providers from the local area to speak to its pupils:

At Morecambe Bay Academy the Careers Lead has developed a strong partnership with local businesses over the years. We engage with a large range of employers – local & national, colleges, training providers and universities. We are committed to continually adding to our database to strengthen our offer to our young people.

At present we have over 100 employers that engage with our career's programme. We work closely with all the local universities, colleges and training providers these include.

| Universities | Colleges | Training providers |
|-----------------------|-------------------------------|-----------------------------|
| Lancaster Uni | Lancaster & Morecambe College | Lancaster Training Services |
| University of Cumbria | Myerscough College | Training 2000 |
| Uclan | Kendal College | JTL |
| Edgehill | Preston College | |
| UCFB | Blackpool & the Fylde College | |
| | | |
| | | |

Appendix 2

Destinations of Previous Pupils

Last year our year 11 pupils moved to range of providers in the local area after school:

30% to a 6th form

20% secured an apprenticeship

50% to a college

Last year our year 13 students secured very positive destinations. These included apprenticeship with a local law firm, Royal Lancaster Infirmary, Heysham Power Station and BAE. We also had students move on to Universities. Colleges and some took gap years.

28 students went to a university

11 students went onto an apprenticeship

9 students took a gap year

6 students went to a college