

## Careers Guidance and Provider Access Policy

### Background

This School Policy is in place to address the statutory guidance set out under Sections 42A and 45A of the Education Act 1997 and Section 72 of Education and Skills Act 2008.

Maintained schools have a duty to ensure that there is an opportunity for a range of providers to access pupils to inform them about technical education and apprenticeships. There is a further duty for the School to provide pupils with independent careers guidance at a number of points through their school journey.

There is an expectation to monitor careers guidance activity which falls under the eight Gatsby Benchmarks.

The Policy applies to all Ash Lea School pupils in secondary phase from Years 7 to 13 and is relevant for all pupils up to age 25 on account of them having a current Education, Health and Care Plan (EHCP) in place.

This policy will be reviewed annually and updated as necessary.

### Context

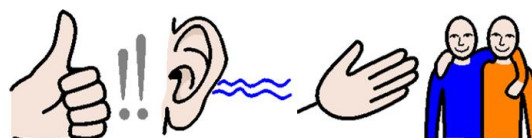
All pupils at Ash Lea School have an EHCP in place. This is formally reviewed and updated as required annually. All pupils at Ash Lea are working to a personalised curriculum that is designed to be aspirational but realistic in the expectations that it sets, particularly in respect of target level achievement on leaving either at age 16 or more usually at age 18. All pupils will leave Ash Lea School with a range of accreditations, in general these will be at Entry Level. Specific emphasis is placed on Mathematics, literacy, English and LifeSkills.

The 0 - 25 SEND Code of Practice, January 2015 set out the requirement for a Preparing for Adulthood review to be formally put in place alongside a pupil's EHC from Year 9. Ash Lea School has put this in place in Year 9, Year 11 and Year 13. This review will specifically focus on aspirations for 'Life After Ash Lea' and for some this will identify employment as a realistic and achievable goal; for a number on account of their disabilities, this will not be realistic or desirable.

Cohort sizes in School are small, no more than 10 in number. Evidence from destination monitoring is that most pupils go on to access continuing education through the Specialist College network in the East Midlands.

### Commitment to high quality careers education and guidance that meets the needs of our pupils

Ash Lea School recognises the important part that careers education and guidance plays in preparing our pupils for Life After Ash Lea. Ash Lea's commitment is to be aspirational for all our pupils whilst recognising the special educational needs of the young people and their specific barriers to employment. Careers education will therefore be designed and delivered with the needs of all our pupils in mind, particularly the more able and those for which there should be a realistic expectation of accessing either paid work or community volunteering in the future.



All Ash Lea pupils will be provided with personal careers guidance once in Key Stage 4 and again in Key Stage 5, should they stay at Ash Lea School for their Post-16 education. This will sit alongside the Transitions review carried out in Year 11 and Year 13 but will be delivered separately by a Careers Adviser qualified to the requisite level. This advice will be 'bought-in' and not delivered by school staff.

## Ash Lea School Careers Programme

- The SLT Careers Leader at Ash Lea School is Mr Luke Skillington, Assistant Head Teacher who may be contacted on 0115 989 2744 or [reception@ashlea.notts.sch.uk](mailto:reception@ashlea.notts.sch.uk)
- A summary of the Ash Lea Careers Programme is attached to this policy.
- The School uses the Gatsby Benchmarks to measure the effectiveness of its Careers Programme with data to support the evidence being collated through Compass, a copy of which is provided to the Nottingham South Careers Hub.
- A review of the information provided and the Policy will be carried out annually.

## Access to information about technical education and apprenticeships

Ash Lea School is committed to providing information to inform choices for its pupils and will ensure through its 'Life After Ash Lea' programme that pupils understand the full range of education and training options available and accessible to them. [Get the Jump: explore your education and training choices | National Careers Service](#) This will be reinforced through the curriculum offer and as part of the EHC/Transitions reviews that take place annually for EHCs and biannually from Year 9 for transitions.

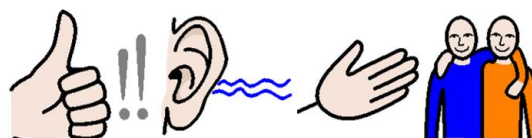
Ash Lea School will provide six encounters with a provider of technical education or apprenticeships for any pupil in the secondary phase that is likely to be able to meet the minimum entry requirements of those providers ie, Level 2. By their nature these encounters will be bespoke and not offered universally to all pupils in Years 8, 10 and 12.

As most Ash Lea pupils are working significantly below the required entry requirements to be able to access T Levels or Apprenticeships; Ash Lea School will continue to work with Post-16 and Post-18 providers of education and skills that can meet the needs of our pupils to build on the embryonic employability and life skills acquired at Ash Lea. After college and typically at age 21 years, equipped with these higher-level skills, it is hoped that some young people will access employment through supported internships, volunteering or other routes.

Ash Lea School will invite a selection of Specialist Colleges into school at least once per year to talk to a range of secondary pupils across all year groups. The purpose of these encounters will be for the colleges to set out their pathways both Post-16 and Post-18 and inspire our pupils to be aspirational in terms of what is possible for them by the time they reach early adulthood. Case studies of the destinations of their students will be central to this.

## Process of Compliance

The main point of contact in the school will be the Transitions Coordinator who will work closely with the Careers Lead to ensure that there is an agreed timetable of visits and that these are



supported by the teaching staff. All requests for access should in the first instance be directed to the Transitions Coordinator.

The Transitions Coordinator will agree with colleges the timing of visits, and these will normally be planned at least one term in advance. Colleges will be encouraged to place special emphasis on transitions after college with positive aspirational case studies of young people in employment or community volunteering. These visits by colleges will be held during the school day and where appropriate parents may be invited. Parents are acknowledged to be key stakeholders in this process and are in any event involved through EHC and Transition reviews through their child's school journey. These college encounters will allow our pupils to ask questions of the provider and open a discussion where possible about where their interests lie and what motivates them.

A list of colleges that have been invited into school over the preceding two years are as follows:-

- Portland College
- Homefield College
- Sense College

Most Ash Lea pupils have these colleges as their destinations over the past five years.

Other Specialist College providers have visited Ash Lea School prior to 2020. Invitation lists will be reviewed at least annually, and other colleges will be invited should it be felt they better meet the needs of our pupils at that time.

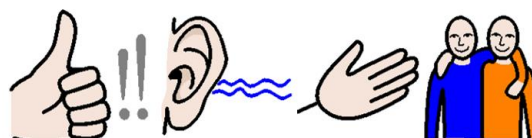
All providers will be welcome in School having first made an appointment with the Transitions Coordinator. Visits will be sanctioned assuming sufficient notice has been given for preparations to be made, suitable facilities allocated and for the appropriate pupils to be available at a time within their normal school timetable.

The school will further facilitate encounters with non-college provision to meet the needs of both pupils and parents, recognising that all specialist college provision Post-18 is funded for three days only. The school will work closely with Nottinghamshire County Council Integrated Children's Disability Service (ICDS) to ensure that parents are in receipt of all information to help smooth their young person's journey for 'Life After Ash Lea'. The school will signpost to services in the Local Offer through [www.nottshelpyourself.org.uk](http://www.nottshelpyourself.org.uk)

### **Complaints:**

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with the Careers and Enterprise Company via

[Provideraccess@careersandenterprise.co.uk](mailto:Provideraccess@careersandenterprise.co.uk)





**Reviewed by:** Luke Skillington (AHT) and Phil Lovett (Transitions Co-ordinator)  
**Date:** 09<sup>th</sup> May 2024  
**Next Review Date:** 09<sup>th</sup> May 2026

