



Bower Park Academy

**Careers Education, Information,
Advice and Guidance:
Provider Access Statement**

Review Date: September 2022

Aims

To state Bower Park Academy's arrangements for managing the access of education and training providers to students and their information for the purpose of providing information about their offer. This statement outlines:

- 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 are opportunities for a range of education and training providers to access students in years 8 to 13 to inform them about approved technical education, qualifications or apprenticeships. This is outlined in section 42B of the [Education Act 1997](#). Bower Park Academy endeavours to meet all benchmarks set out in the Gatsby Framework, which is recognised as the exemplar standard of quality Careers Education Information Advice and Guidance (CEIAG).

Student entitlement

Students 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 evenings, 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 Kelly Porter, Head of Student Futures via email (porterk@elatschools.co.uk)

COVID19 Statement: Due to the current situation we welcome providers being able to offer sessions and pre-recorded information virtually, we use Microsoft teams and this would be our preferred platform however we would be happy to look at the suitability of others. The below information refers to how the academy works when there are no restrictions in place.

Opportunities for access: Throughout the academic year there are assemblies, a college transfer evening and careers fair which providers have the opportunity to attend to speak to pupils. Providers can also attend Parents' Evenings (see our website [Academy Information/Parents/Key Dates](#)). Please speak to Mrs Porter to identify the most suitable opportunity for you. The school policy on safeguarding [Key Information/Trust Wide Policies/Safeguarding & Child Protection Policy](#) sets out the school's approach to allowing providers into school as visitors to talk to our students.

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 Mrs Porter. Providers are welcome to leave a copy of their prospectus or other relevant course literature with Mrs Porter. This will be available for pupils to peruse in the Academy's Library.

Granting and refusing access: We only grant access for the approved Havering provider, Prospects, to pupil data and share this given their approved status by our local authority and their compliance with GDPR. We also provide references of Year 11 students to post-16 institutions when requested from approved educational establishments by secure and identifiable means. If visits are agreed providers will be given access to the best space for the nature of their event and all standard equipment to run a successful presentation. Any specialist of institution specific equipment will need to be brought by the provider. Our Safeguarding statement outlines the academy's procedure for checking the identity and suitability of visitors. Education and training providers will be expected to adhere to this statement and provide clear evidence of identify when visiting school.

Monitoring arrangements

The academy's arrangements for managing the access of education and training providers to students is monitored by the Head of Student Futures.

Approval and review:

Approved January 2018 the Governing Body

Next review: September 2021

Signed:

Bower Park Academy Information Advice and Guidance Plan

	Half term 1	Half term 2	Half term 3	Half term 4	Half term 5	Half term 6
Year 7	CPSHE Unit: Transition Points and Careers Tests	Enterprise Day Careers Fair			UEL packs and webinars	
Year 8		Enterprise Day Careers Fair UEL STEM Trip	Humanutopia Workshop	CPSHE Unit: Workplace Stereotypes	UEL packs and webinars	
Year 9		Enterprise Day Careers Fair	NCOP Mentoring Programme	KS4 Option Information Outside providers invited	CPSHE Unit: Personal Finance and Careers Pathways Meeting with Careers Advisor and/or pastoral team UEL packs and webinars	CPSHE Unit: Personal Finance
Year 10	RPA Moving On event KPMG Visit	CPSHE Unit: Gender Pay Gap Enterprise Day Careers Fair	BT Skills Work Boot Camp Aim Higher Programme	Aim Higher Programme	Speak Out Challenge UEL packs and webinars	College Taster Day Speak Out Challenge
Year 11	CPSHE Unit: CVs and application Post 16 Transition Evening	Enterprise Day Careers Fair			UEL packs and webinars	

- To be added to KS3: Access HE, UEL, Erasmus trips, STEM/CEME Event, Maths Challenge, Science Challenge, Uni trips
- To be added to KS4: Prospects careers fair, Kings College Medical Trip, Access HE, Skills London,

We promote and facilitate a number of physical and virtual careers insight talks and experiences throughout the year, targeted at different year groups and student profile groups largely through the National Collaborative Outreach Programme with whom we have a close involvement and a partnership with UEL. We are seeking volunteers to run be part of our whole school careers fair, if you are interested in being involved in this please contact kporter@elatschools.co.uk

All students have a group careers interview in Year 9 and an individual Careers interview during Year 10/11 with the Trust's independent Careers Advisor and may repeat this if required.

A Borough sourced NEET intervention runs from July of Year 10 until May half term Year 11.

Our Personal Development Teams regularly features opportunities and showcases particular jobs from a range of employment areas, including the qualifications and personal qualities needed the salary and opportunities it provides.