

## Careers Education and Guidance at Moorcroft School

### Careers Leaders

For Careers Advice please contact;

**Key Stage 4:** Maria Locorriere (Head of Key Stage 4)

**Sixth Form:** Terri Harper (Head of Sixth Form)

For information about colleges or to arrange visits to local provider please contact Liz Dingley (HLTA)

You can contact all of the above by calling 01895 437799 or by emailing:  
[info@moorcroftschool.co.uk](mailto:info@moorcroftschool.co.uk)

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Section 42A of the Education Act 1997 requires governing bodies to ensure that all registered pupils at the school are provided with independent careers guidance from year 8 (12-13 year olds) to year 13 (17-18 year olds).

“Schools should ensure that careers guidance for pupils with special educational needs and disabilities (SEND) is differentiated, where appropriate, and based on high aspirations and a personalised approach.”<sup>1</sup> At Moorcroft School our students and their parents and carers are provided with high quality careers information and guidance, whatever their abilities.

At Moorcroft we will;

- Ensure all Annual Reviews from Year 9 onwards include a focus on how best to prepare students for adulthood including employment, independent living and participation in society.

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<sup>1</sup> *Careers guidance and access for education and training providers*, Department of Education, January 2018

- From year 9 onwards, provide parents and students with information about local SEN provision for Post 16 onwards. This will normally happen at Annual Reviews.
- Provide from Key Stage 4 onwards, a rich and diverse Work Training and Work Experience programme to fully prepare them for adult life.
- Schools should build partnerships with businesses and other employers, employment services, and disability and other voluntary organisations, to help broaden the pupil's horizons.<sup>2</sup>
- Provide pupils with impartial and independent guidance on educational, training and vocational opportunities for 16-19 and beyond. This will include access to appropriate websites, regular careers fairs and access to independent careers advisers.
- Establish and develop links with local education providers and provide taster and link course to ensure students are able to make informed choices about further education.
- Provide targeted advice and experiences to vulnerable young people through the Pupil Premium.
- Provide through Eden Academy Family services, advice on bursaries and grants to enable 16-19 pupils in financial hardship to continue with their education.

### **Provider Access Statement**

This section 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 8-14 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.
- To access their Local Authorities Local Offer to inform them of suitable future placements.

#### **Management of provider access requests**

##### **Procedure**

A provider wishing to request access should contact Andrew Sanders, Headteacher  
Telephone: 01895 437799 Email: [info@moorcroftschool.co.uk](mailto:info@moorcroftschool.co.uk)

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<sup>2</sup> Ibid

## 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/carer

	<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Year 8	Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.	Life Skills – assembly and tutor group opportunities  Visits to Local Employers	Life Skills – assembly and tutor group opportunities  Visits to Local Employers  Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.
Year 9	Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.  Transition planning begins as part of the Year 9 annual review process. Students are invited to share their aspirations at the review and will be provided with information about future provisions	Life Skills – assembly and tutor group opportunities  Visits to Local Employers	Life Skills – assembly and tutor group opportunities  Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.  Future pathways discussed at parents evening where guided choices will be made about 14-16 accredited courses.
Year 10	Work training becomes a part of the 14-16 curriculum  Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.  Local Authorities begin to consult with parents on Post 16 options through the local offer		Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.

Year 11	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p> <p>Students discuss Post 16 options as part of the Annual Review process.</p>	<p>Sixth Form Taster Sessions and transition to sixth form begins.</p> <p>LA names Post 16 provider on EHC</p>	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p> <p>Students make guided choices regarding sixth form pathways.</p>
Year 12	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p> <p>Post 19 options discussed in Annual Reviews</p> <p>Work training, work experience, apprenticeships and internments become part of the Sixth Form curriculum</p>	<p>Parents invited to attend coffee morning on Post 19 options</p>	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p>
Year 13	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future</p> <p>Students begin link courses with Post 19 providers</p> <p>Continue to discuss future placements in Annual Reviews</p>	<p>Students and Parents invited to visit Post 19 providers with support from the school.</p> <p>LAs consult on future placements as part of the Local Offer</p>	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p>

Year 14	<p>Whole School Parents evening with an opportunity to meet providers and discuss opportunities for the future.</p> <p>Continue with link courses to future providers</p> <p>Students and Parents / Carers decided on future placements at Annual Reviews.</p> <p>School supports parents with applications for Post 19 placements,</p>	<p>EHCs name Post 19 placement</p> <p>Transitions begin to future placements</p>	
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Please speak to our Careers Leaders to identify the most suitable opportunity for you.

### **How we Assess the Impact of the Careers Programme**

All students are set Learning Aims twice a year; these are personalised to the individual and are linked to EHC's outcomes to ensure that students are successful in achieving their personal goals.

### **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 Head of Sixth Form.

Providers are welcome to leave a copy of their prospectus or other relevant course literature in the parents room or in our Community Resource Centre. These areas are available to students and their families during the school day.

**September 2018**

**Review Date:** September 2019