

Provider Access Policy
Fairfax Academy
Part of Fairfax Multi-Academy Trust
2023-2024

Document Owner:	Sean Castle, Principal
Ratified By:	Academy Association
Date Ratified:	January 2023
Review Date:	October 2024

Fairfax Academy Provider Access Policy

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to 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 to 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 events, assemblies and group discussions and taster events;
- to understand how to make applications for the full range of academic and technical courses.

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11). For pupils in the 'third key phase' (year 12 to 13), particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for pupils to attend.

These provider encounters will be scheduled during the main school hours 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 those 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)

- answer questions from pupils.

Meaningful provider encounters

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 who can provide live online engagement with our pupils.

Previous providers

In previous terms/years we have invited the following providers from the local area and beyond to speak to our pupils:

- Aim Higher
- Arden University
- Ask Apprenticeships
- Aston University
- Barclays Bank
- Birmingham City University
- Birmingham Metropolitan College (BMet)
- Chartered Insurance Institute
- Coventry University
- Fairfax Sixth form
- Free 2 Dream – In the Community
- Local employers such as JLR/Seasaws Nursery/
- NatWest
- Newman University
- Newnham College
- NHS
- Nottingham Trent University
- Performance through People Training Provider
- PwC
- Roehampton University
- Sandwell College
- SIPS Education
- Solihull College
- Square Peg Activities
- University of Birmingham
- University of Bristol
- University of Law
- University of Leicester
- Walsall College
- WMG UTC Academy

Destinations of our pupils

Last year our year 11 pupils moved to range of education providers after school:

Year 11 Destination Data for 2021-22			Destination Qualifications 2021-22 Year 11s		
Total Students: 248			Total Students: 248		
	No. Students	%		No. Students	%
6th Form - Fairfax	114	46%	Level 3	194	78%
6th Form - Other school	15	6%	Level 2 & 3	4	2%
6th Form College	3	1%	Level 2	39	16%
FE College	91	37%	Level 2 Apprenticeships	3	1%
Other Education Provider	7	3%	Level 1	6	2%
Apprenticeship	16	6%	Not known	2	1%
UTC - University Technical College	1	0%			
NALM - Not available to Labour Market	1	0%			

Last year our year 13 pupils moved to range of destinations:

Year 13 Destination Date 2021-22			Destination Qualifications - Year 13s 2021-22		
No. Students: 144			No. Students: 144		
	No. Students	%		No. Students	%
University Degree (22% attending Oxbridge/Russell Group)	93	65%	A'Levels	1	1%
Degree Apprenticeship (Level 4, 5 & 6)	8	6%	Apprenticeship	1	1%
Apprenticeship (Level 2 & 3)	2	1%	Degree	93	65%
College (Level 3)	2	1%	Degree Apprenticeship	2	1%
Employment	28	19%	Employed	7	5%
Gap Year	9	6%	Level 3 Apprenticeship	1	1%
Moved out of Area	1	1%	Foundation Degree	1	1%
Scholarship (USA)	1	1%	Gap	1	1%
Vocational College	0	0%	Level 3 vocational	1	1%
Armed Forces	0	0%	Level 4	3	2%
			Level 5	1	1%
			Level 6	1	1%
			N/A (Employed)	19	13%
			Scholarship	1	1%
			Not Known	11	8%

Management of provider access requests

Procedure

A provider wishing to request access should contact Pauline Knowles, Careers Adviser by email on FF-Careers@fairfax.fmat.co.uk

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to pupils or their parents or carers.

Please speak to our Careers Leader or Careers Adviser to identify the most suitable opportunity for you.

Key Stage 3

Year 8 Teaching Staff	Living in the Wider World Community and careers Exploring the journey into careers. Building skills in leadership, goal setting, innovation and understanding work behaviours	Lesson content <ul style="list-style-type: none"> • The journey into your career • Leadership • Innovation and idea generation • Understanding behaviours for work • Aiming high • Setting goals • Building a positive online relationship
Year 8 Careers Adviser External partners	Assemblies	<ul style="list-style-type: none"> • Assemblies to give a flavour of options for the future. • Introduction to Careers • Apprenticeship talk with ASK Apprenticeships

Year 9 Teaching Staff	Careers within PSHE Living in the wider world Careers Exploring values and employability. Job interviews, CV skills and researching careers.	Lesson content <ul style="list-style-type: none"> • Where can your GCSEs take you? • My Future Career Plans • Preparation for Guess My Job • Researching Jobs • Employability • Job interviews • Being an entrepreneur • What is a CV
Year 9 Careers Adviser	Assemblies	<ul style="list-style-type: none"> • Choosing your options - Linking subjects to careers • Apprenticeship Talk

Year 9 Leadership Careers Adviser	GCSE options evening for parents and pupils All optional curriculum subject areas deliver talks about their subject area using students in Y10 and Y11 to highlight careers and subject specific information.	<ul style="list-style-type: none"> To aim students with the decision about subjects to choose for GCSE
Year 9 External Provider	Trip to Oxford University	<ul style="list-style-type: none"> Aimed at the Gifted and Talented students get to experience on what it would be like to apply for Oxbridge
Year 9 External Provider	F2D ITC Entrepreneurial Workshops	<ul style="list-style-type: none"> Aimed at specifically identified students who will spend the day working cross curricular on design, manufacture and advertising projects.
Year 9 External Provider	Guess My Job	<ul style="list-style-type: none"> Meeting with employers from various sectors to discover what each different job involves.
Year 9 Duke of Edinburgh Award	Sutton Park Practice walk	<ul style="list-style-type: none"> Teamwork, navigation, communication skills. These apply to all awards. Achieving an Award will give you skills, confidence and an edge over others when you apply for college, university or a job. Beyond your academic achievements, universities want to see evidence of so called 'soft skills' that you have developed through extra-curricular activities, such as communication, commitment, leadership and teamwork. Your DofE Award is a fantastic way to demonstrate and evidence these skills in practice. Building character traits like confidence and resilience, that can boost their mental health and wellbeing and help them face and overcome personal challenges.

Key Stage 4

Year 10 Teaching Staff	Careers within PSHE Living in the Wider World – Careers and Finance The impact of financial and online decisions on future career opportunities. Managing debt, gambling and financing within the world of work	Lesson content <ul style="list-style-type: none"> Careers that Interest Me <i>Mapping exercise for future college trips</i> What to expect from the careers fair How to compile a CV Showcasing Personal Strengths Finances and its impact on individuals in the world of work
------------------------------	--	---

Year 10 Careers Adviser	Assemblies	<ul style="list-style-type: none"> • Re-Introduction of the Career Adviser- Your career path at GCSE • Apprenticeship Talk • T Levels – What are they? • College Taster day – Expectations
Year 10 Staff External Partners	Careers Fair	<ul style="list-style-type: none"> • To provide students with opportunity to speak with: <ul style="list-style-type: none"> ○ Local college ○ National universities ○ Employers ○ UTCs
Year 10 External partners	Meet the Professional	<ul style="list-style-type: none"> • To provide students with first-hand experience of a real workplace. • To encourage the development of employability skills including;
Year 10 Career Adviser Staff External Partners	Criteria based College Taster trip to BMET College, Sutton Coldfield	<ul style="list-style-type: none"> • To allow Year 10s to experience a day in the life of a college student. • Students get to sample up to 4 different career areas
Year 10 Duke of Edinburgh Award	Bronze DofE award / Silver practice DofE award	<ul style="list-style-type: none"> • Teamwork, navigation, communication skills. • These apply to all awards. • Achieving an Award will give you skills, confidence and an edge over others when you apply for college, university or a job. Beyond your academic achievements, universities want to see evidence of so called 'soft skills' that you have developed through extra-curricular activities, such as communication, commitment, leadership and teamwork. Your DofE Award is a fantastic way to demonstrate and evidence these skills in practice. • Building character traits like confidence and resilience, that can boost their mental health and wellbeing and help them face and overcome personal challenges.

Year 11 Careers Adviser	<p>Personal Career Guidance with trained Careers Adviser</p> <p>All students with EHCP will have two interviews one with enhanced trained Careers Adviser</p>	<p>To provide Careers Action Plan for each student – including links to access careers information related to their ideas/future plans</p> <p>This is to occur before A level/future training choices are made</p>
Year 11	Career Information sessions	Delivered by the Career Adviser these sessions offer information and guidance on how to get into the student's chosen profession.

<p>Year 11 Career Adviser Teaching Staff</p>	<p>Careers within PSHE delivered during Tutor Time</p>	<p>Lesson content</p> <ul style="list-style-type: none"> • Plans after Year 11 • Introduction to the Unifrog Platform • How to prepare for practice interviews • How to get the most out of the careers fair • Getting the most out of Meet the Professional • Exit Questionnaire • Personal branding, stereotyping and social media • LMI and job sectors of the future • A Level choices support • Preparation for personal careers interview • University and apprenticeships/degree apprentices • Employability skills
<p>Year 11 Staff Careers Adviser External Providers</p>	<p>Assemblies</p>	<ul style="list-style-type: none"> • What to expect in Year 11 – What are my Post 16 options/ How do I contact the Career Adviser • Futures Week provides the opportunity for assemblies with post 16 education providers • Apprenticeship Provider Talk • What to expect in the Careers Fair • Where are you in your application process? (Including assessing Yr 11 progress for post 16 applications)
<p>Year 11 External partners</p>	<p>Meet the Professional</p>	<ul style="list-style-type: none"> • To provide students with first-hand experience of a real workplace. • To encourage the development of employability skills including
<p>Year 11 Career Adviser Staff External Partners</p>	<p>Careers Fair & Practice Interview</p>	<ul style="list-style-type: none"> • To provide students with opportunity to speak with: <ul style="list-style-type: none"> ○ Local college ○ National universities ○ Employers ○ UTCs • Practice interviews give students the opportunity to take part in a 1:1 interaction with a local employer. Each student receives feedback from their interview.

Year 11 Duke of Edinburgh Award	Silver DofE award	<ul style="list-style-type: none"> • Teamwork, navigation, communication skills. • These apply to all awards. • Achieving an Award will give you skills, confidence and an edge over others when you apply for college, university or a job. Beyond your academic achievements, universities want to see evidence of so called 'soft skills' that you have developed through extra-curricular activities, such as communication, commitment, leadership and teamwork. Your DofE Award is a fantastic way to demonstrate and evidence these skills in practice. • Building character traits like confidence and resilience, that can boost their mental health and wellbeing and help them face and overcome personal challenges.
--	-------------------	--

Sixth Form Careers

ALL Weekly	<p>NEW Registration CEIAG – one lesson every week for school year.</p> <p>To cover the following</p> <ul style="list-style-type: none"> • CV writing and job applications • Personal branding, stereotyping and social media • LMI and job sectors of the future • A Level choices support • Preparation for personal careers interview • University and apprenticeships/degree apprentices • Employability skills
Year 12&13 External partners/ Internal Staff	<p>University application and interview skills training workshops</p> <ol style="list-style-type: none"> 1. NEW 'Your Futures' careers scheme of work to run from May 2023 following completion of Express EPQ for Year 12 to begin the UCAS process 2. Russell Group university admissions 3. Oxford school liaison led session for Oxbridge applications and interview training, Medicine for Oxbridge application and interview training 4. A Degree Apprenticeship /Graduate recruitment expert to visit and meet with students interested in this route.

Year 13 External partners	Mock interviews We recruit volunteer interviewers to interview Y13 students applying to university.
Year 12&13 External Partners	Meet the Professional Opportunity to meet with a selection of people from differing career sectors
Year 12 Internal staff/ Unifrog	NEW Registration CEIAG Programme, 'Your Future' Lessons, and Sixth form assemblies Unifrog – online platform for Careers and Higher Education Information. All students to have access to Unifrog and Form Tutors to be given login access to support students during registration.
Year 13	NEW Registration CEIAG Programme and Sixth form assemblies Unifrog – online platform for Careers and Higher Education Information. All students to have access to Unifrog and Form Tutors to be given login access to support students during registration.
Year 12 External partners	Higher Education & Careers Fairs Careers Event in school Oxbridge Conference March 2023 UCAS HE Conference (June 2023)

<p>Year 12&13</p> <p>Teaching Staff</p> <p>External Partners</p>	<p>Subject lessons and 6th form assemblies</p> <p>External speakers to give Apprentice and Higher Education talks</p> <p>Invite external speakers for various career sectors</p> <p>Unifrog – online platform for Careers and Higher Education Information</p>
<p>Year 12&13</p> <p>Internal Staff</p> <p>All year</p>	<p>Personal Career Interviews</p> <p>All students to receive at least two contacts or interventions with the independent qualified careers adviser.</p> <p>Targeted students include:</p> <ul style="list-style-type: none"> ● All students who joined sixth form from other schools. ● Students with SEND ● Pupil Premium students. ● Students who are unsure about their future
<p>Year 12</p>	<p>Career Information sessions</p> <ul style="list-style-type: none"> ● Delivered by the Career Adviser. These sessions offer information and guidance on how to get into the student's chosen profession. <p>Covering topics such as</p> <ul style="list-style-type: none"> ● Career related topics such as Law/engineering/finance/medicine etc. ● Is Uni for me? ● Taking a gap year that's worthwhile. ● What is the difference between apprenticeships/ sponsored degree apprenticeships and degrees
	<p>Work experience – face to face – all students will be supported with:</p> <ul style="list-style-type: none"> ● Launch assembly: January by SIPS Education ● Registration Programme ● Delivery of information by EPQ teachers <p>SIPS Education are the preferred partner to support with Health and Safety Assessments and suitability of placement.</p>

<p>Year 12&13</p> <p>Teaching staff and external partners</p>	<p>Internal volunteering scheme - students are offered the opportunity to offer in lesson support</p> <p>Peer Mentoring In-school qualification</p> <p>NEW Offering students guidance and help with obtaining volunteering experience by, for example, providing them with a guide to obtaining a volunteering placement</p>
<p>Year 12</p> <p>External Partner</p> <p>January 2023</p>	<p>External volunteering scheme</p> <p>Assembly with Square Peg Activities</p> <p>Volunteer Your Time Square Peg Activities Ltd</p> <p>Square Peg Activities is based in Sutton Coldfield, Birmingham and is an inclusive play space for disabled children and their families. We have two converted houses and the gardens behind them but there is so much more than that.</p> <p>Sensory Room</p> <p>Forest Garden</p> <p>Large indoor play space</p> <p>Sitting room</p> <p>Changing area with full size bed and hoist</p> <p>Gaming room</p>
<p>Year 12 and 13</p>	<p>Duke of Edinburgh Award</p> <ul style="list-style-type: none"> • Gold Practice DofE Award • Gold actual DofE Award • Teamwork, navigation, communication skills. • These apply to all awards. • Achieving an Award will give you skills, confidence and an edge over others when you apply for college, university or a job. Beyond your academic achievements, universities want to see evidence of so called 'soft skills' that you have developed through extra-curricular activities, such as communication, commitment, leadership and teamwork. Your DofE Award is a fantastic way to demonstrate and evidence these skills in practice. • Building character traits like confidence and resilience, that can boost their mental health and wellbeing and help them face and overcome personal challenges.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, 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 Careers Leader or a member of their team.

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

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Careers Resource Centre, which is managed by the school librarian. The Resource Centre is available to all pupils at lunch and break times.

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Review

This policy will be reviewed by the Education Board Annually.

Related documents: AIP; <http://www.fairfax.bham.sch.uk/academy-life/careers-programme-information/>