



Tollbar Academy



Tollbar MAT
Family of Academies

PROVIDER ACCESS POLICY

July 2021

Introduction:

This policy statement sets out the Academy’s arrangements for managing the access of providers to pupils at the Academy for the purpose of giving them information about the provider’s education or training offer. This complies with the Academy’s legal obligations under Section 42B of the Education Act 1997.

Pupil Entitlement:

All pupils in Years 8-13 are entitled:

- to find out about technical education qualifications and apprenticeship 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, 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 either:

- Linda Willoughby – Curriculum Leader of Careers and Personal Development (11-16)
- Katie Clorley – Careers Lead: Sixth Form

Telephone Number: 01472 500505

Email: enquiries@tollbaracademy.co.uk F.A.O. Linda Willoughby or Katie Clorley.

Opportunities for Access:

A number of events, integrated into the Academy Careers Programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents/carers:

	Autumn Term:	Spring Term:	Summer Term:
Year 7:	<p>Students will use online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers, when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p>	<p>Students will use the online careers platforms.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Charity event to be held and look at the careers associated with that particular charity e.g. If doing work with Cancer research we would look at careers linked to palliative care,</p>	<p>Students will use online careers platform.</p> <p>Students will be introduced to a qualified careers advisor and take part in a careers group work session supported by the classroom teacher.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p>

		nursing, medicine, occupational health, counselling etc.	MAT staff discuss previous careers and the journey they took in order to get into teaching. Looking at transferable skills developed. Students will access information on Speakers for Schools . This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.
Year 8	<p>All students will participate in a national competition called 'Step into the NHS.' They will learn about the different careers within the NHS. Involvement of the school nursing team, where possible, and previous alumni who have careers in the NHS. To be advertised through our Social Media presence.</p> <p>Students will use the Start online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p>	<p>Careers group work led by qualified consultant and Careers and Personal Development staff.</p> <p>GCSE Options evening – careers information available from careers advisors and Careers Lead.</p> <p>Citizenship SoW – lessons about Careers.</p> <p>Students will use the online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Charity event to be held to look at the careers associated with that particular charity e.g. if doing work with Cancer Research, we would look at careers linked to palliative care, nursing, medicine, occupational health, counselling etc.</p>	<p>Students will use the online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Year 13 students talk to students about their pathway to Sixth Form, career aspirations and university applications.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>
Year 9	Careers Hub – careers advice drop-in sessions.	Careers Hub – careers advice drop-in sessions.	<p>Careers Hub – careers advice drop in sessions.</p> <p>Hull University Ace Day.</p>

	<p>Students will use the Start online careers platform to begin to research careers.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>	<p>Careers group work led by in house careers consultant and Citizenship staff.</p> <p>Students will use the Start online careers platform to begin to research Careers</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Charity event to be held and look at the careers associated with that particular charity e.g. if doing work with Cancer Research, we would look at careers linked to palliative care, nursing, medicine, occupational health, counselling etc.</p>	<p>Students will use the Start online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Work with Armed Forces to be completed. Visit to Army Careers Day.</p> <p>Year 9 careers/options day. Each Curriculum Area to have an associated employer with them linked to their subject</p>
Year 10	<p>Careers Hub – careers advice drop-in sessions.</p> <p>Students will use the Start online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>	<p>Careers Hub – careers advice drop-in sessions.</p> <p>Students will use the Start online careers platform.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Charity event to be held and look at the careers associated with that particular charity e.g. if doing work with Cancer Research, we would look at careers linked to palliative care, nursing, medicine, occupational health, counselling etc.</p>	<p>Careers Hub - careers advice drop-in sessions.</p> <p>Citizenship SoW – Careers, preparing for the world of work.</p> <p>Appointments available with qualified consultant.</p> <p>Grimsby Institute taster day.</p> <p>North East Lincolnshire Skills Fair - whole cohort.</p> <p>Students will use the Start online careers platform.</p> <p>Skills Fair at Parents' Consultation Evening on 14th July.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential</p>

			<p>opportunities for employers to become involved.</p> <p>Careers Fair in-house for all Year 10 students. Done over two days and located outdoors.</p>
Year 11	<p>Careers Hub – careers advice drop-in sessions.</p> <p>Parents/carers - independent careers advice available.</p> <p>CPD SoW- Employability & Record of Achievement.</p> <p>Citizenship SoW- Lincs 2 support and future careers options.</p> <p>HETA Apprenticeship drop in session.</p> <p>Students will use online careers platform to research post-16 options.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Assemblies with Further Education providers.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Students will be given to the opportunity to have a mock interview. This will be with a mixture of professionals, including the MAT HR team, where appropriate, external employers and teaching staff who have had industry experience prior to teaching.</p>	<p>Careers Hub – careers advice drop-in sessions.</p> <p>Students will use the Start online careers platform to begin to research Careers</p> <p>Parents/carers consultation evening - independent careers advice available.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>Charity event to be held and look at the careers associated with that particular charity e.g. if doing work with Cancer Research, we would look at careers linked to palliative care, nursing, medicine, occupational health, counselling etc.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>	<p>Careers Hub – careers advice drop-in sessions.</p> <p>Students will use the Start online careers platform to record their achievements.</p> <p>Parents/carers consultation evening - independent careers advice available.</p> <p>Curriculum Areas host trips, visits and speakers when applicable.</p> <p>Career of the Week will be displayed weekly. Potential opportunities for employers to become involved.</p> <p>School Alumni to be contacted by Academy and, where appropriate, send a message to Year 11 students about how secondary school prepared them for FE/HE.</p>

<p>Year 12</p>	<p>Independent Careers advisor appointments: weekly appointments and lunch time drop-in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and career opportunities and access to widening participation schemes.</p> <p>Tutorial Programme themes of post A-level pathways, enrichment and work experience. Assemblies and tutor sessions are supported by external providers, including universities, colleges and employers.</p> <p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the careers' advisor or Sixth Form Leadership Team can be made.</p> <p>Welcome questionnaire surveying each student's careers support needs.</p> <p>Curriculum Areas host trips, visits and webinars throughout the term when available.</p>	<p>Independent Careers advisor appointments: weekly appointments and lunch time drop-in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and access to widening participation schemes.</p> <p>Tutorial Programme themes of Career Focus and Introduction to Higher Education. Assemblies and tutor sessions are supported by external providers, including universities, colleges and employers.</p> <p>Career theme week: curriculum teachers engage all students in careers linked to their subject.</p> <p>Careers Fair hosted within college and attended by representative from industry, higher education, apprenticeship schemes and a range of employers.</p> <p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the careers' advisor or Sixth Form Leadership Team can be made.</p> <p>Curriculum Areas host trips, visits and webinars throughout the term when available.</p> <p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Student Ambassador Programme launched: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment.</p>	<p>Independent Careers advisor appointments: weekly appointments and lunch time drop-in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and career opportunities and access to widening participation schemes.</p> <p>Tutorial Programme themes of 'Preparation for University-Personal Statements'. Assemblies and tutor sessions are supported by external providers, including universities, colleges and employers.</p> <p>Full year group university trip to the UCAS Higher Education Exhibition – student visit to University of Hull.</p> <p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the career's advisor or Sixth Form Leadership Team can be made.</p> <p>Student engagement with University Open days of choices and summer schools as appropriate.</p> <p>Monitoring questionnaire regarding each student's career needs and concerns at the midway point to ensure targeted support, where appropriate.</p> <p>Curriculum Areas host trips, visits and webinars</p>
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	<p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Freshers Enrichment and Societies Fair, hosting a range of stalls manned by students regarding opportunities to build positive enrichment/work experience/volunteering and charity experiences.</p> <p>Student Ambassador Programme launched: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment. Personal student development and targets activities to the full Sixth Form.</p>	<p>Personal student development and targets activities to the full Sixth Form.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>	<p>throughout the term when available.</p> <p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Student Ambassador Programme launched for Year 12: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment. Personal student development and targets activities to the full Sixth Form.</p>
Year 13	<p>Independent Careers advisor appointments: weekly appointments and lunch time drop in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and career opportunities and access to widening participation schemes.</p> <p>Tutorial Programme themes of UCAS application, producing a CV, job applications, gap years and degree apprenticeships. Assemblies and tutor</p>	<p>Independent Careers advisor appointments: weekly appointments and lunch time drop in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and access to widening participation schemes.</p> <p>Tutorial Programme themes of interview success and life skills, planning for the future. Assemblies and tutor sessions are supported by external providers, including universities, colleges and employers.</p> <p>Careers Fair hosted within college and attended by representatives from industry, higher education, apprenticeship schemes and a range of employers</p>	<p>Student exams.</p> <p>Independent Careers advisor appointments: weekly appointments and lunch time drop in session.</p> <p>Weekly newsletter emailed to all students highlighting internal and external messages. This includes University Open Days and deadlines, apprenticeship and career opportunities and access to widening participation schemes.</p> <p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the careers' advisor or Sixth Form Leadership Team can be made.</p>

	<p>sessions are supported by external providers, including universities, colleges and employers.</p> <p>Career theme week: curriculum teachers engage all students in careers linked to their subject.</p> <p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the career's advisor or Sixth Form Leadership Team can be made.</p> <p>Student engagement with University Open Days of choices and summer schools as appropriate.</p> <p>Curriculum Areas host trips, visits and webinars throughout the term when available.</p> <p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Student Ambassador Programme: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment. Personal student development and targets activities to the full Sixth Form.</p>	<p>One-to-one tutor mentoring sessions within which enrichment and work experience opportunities are logged. Referrals to the careers' advisor or Sixth Form Leadership Team can be made.</p> <p>Curriculum Areas host trips, visits and webinars throughout the term when available.</p> <p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Student Ambassador Programme: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment. Personal student development and targets activities to the full Sixth Form.</p>	<p>Reflection questionnaire seeking student's opinion on careers support received.</p> <p>Student use of the Start software to record skills and employability and to receive guidance towards suitability of careers and guidance.</p> <p>Student Ambassador Programme launched: 4 groups academic and peer mentoring, charities and events, wellbeing and societies and enrichment. Personal student development and targets activities to the full Sixth Form.</p> <p>Students will access information on Speakers for Schools. This will give students the opportunity to see real-world application for their studies and job opportunities available nationally and internationally.</p>
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Premises and Facilities:

The Academy will make the halls or classrooms available for discussions between the provider and students, as appropriate to the activity. The Academy 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.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Curriculum Leader.

Sixth Form Leadership Team and Head of Careers to liaise with each other regarding the careers' events calendar and networking information and range of connections.

The Academy will make use of its social media presence in order to develop networks with local and national employers and alumni who have gone on to develop a career for themselves. This will be far reaching and have a large remit in terms of professions and opportunities in order for our students to engage with the world of work.