



Purpose of this statement	To detail the Careers policy for Buttershaw Business and Enterprise College
Dated	January 2019
Contact	Joe Ryan

➤ THE ETHOS OF BUTTERSHAW BUSINESS AND ENTERPRISE SCHOOL

At Buttershaw Business and Enterprise, we encourage everyone:

- to make good decisions
- to always do the right thing
- to understand that everyone is of equal value
- to have empathy and respect for others
- to have a determination to reach our goals.

Introduction:

The following document sets out Buttershaw's policy in relation to Work Related Learning and Information, Advice and Guidance (more commonly termed careers). Buttershaw seeks to enable all students to realise their potential and is committed to raising children's aspirations. This policy is underpinned by having high expectations for all students and exposing them to careers, training and educational opportunities across all key stages. Buttershaw is committed to offering personalised and impartial careers guidance by our fully qualified Careers Advisor, with an emphasis on working towards 'next steps' in each student's career journey. This complies with the

school's obligations under the Careers Guidance in Schools Regulations 2013, an amendment to the Education Act 1977 Section 42A, 42B and 45A • Section 72 of the Education and Skills Act 2008 • Schedule 4 (15) of the School Information (England) Regulations 2008.

Student Entitlement:

Students in Years 7 – 13 are entitled to:

- Access to local and national Labour Market Information in order to understand the skills required by different careers sectors and how they relate to skills learned across the curriculum; by the age of 14;
- Impartial careers guidance from Year 8 onwards, with at least one appointment with a level 6 trained careers adviser by the age of 16, and at least two appointments by the age of 18. There are at least two face-to-face interviews with appropriate members of staff to inform progression and discuss careers pathways (e.g. academic, apprenticeship/ traineeship/ supported internship routes) open to them by the age of 16;
- Opportunities for encounters with employers and employees, within a professional environment, at least once per year. In addition, there are opportunities for work experience encounters in Years 10 and 12 (two weeks in total). One must be with a STEM employer/career event/workplace visit by year 11.
- Have their personal needs addressed.

Employability skills opportunities:

Students experience a range of opportunities including:

- Careers events, talks and trips;
- Aspirations events
- Enterprise events;
- PSHCE programme;
- Linking the curriculum to employability skills and careers;
- Encounters with employers and employees;
- Encounters with higher education and apprenticeship providers;
- Aim Higher events/talks/mentoring.

Providers' Rights of Access:

In compliance with the Baker Clause (within the Technical and Further Education Act January 2018) the school will allow access to further education providers who wish to make students aware of the options available to them at 14-16, Post 16 and Post 18. The school will attempt to accommodate all requests in some form. The school will make its assembly halls, meeting rooms, classrooms and ICT suites available, as appropriate to the activity. The school will also make Audio Visual and other specialist equipment available to support provider presentations. Providers are also welcome to leave a copy of their prospectus and other relevant literature, which will be made available by the Careers team including the Careers Advisor. Where appropriate, information will be distributed to students.

All visits to the school must comply with the School's safeguarding policy, which can be found on our website. The School will be the final arbiter in all matters relating to this policy.

Opportunities for access:

A number of opportunities, integrated into the school's careers programme, will offer providers the opportunity to speak with students and/or parents:

- Careers events and talks;
- Work experience placements;
- PSICHE programme;
- Assemblies;
- Subject specific talks and workshops;
- Interview preparation;
- Contact information

If you wish to contact Buttershaw about its careers and work related learning provision please email the Careers Leader, Susan Stewart on sas@buttershaw.net

Named Governors:	Sonya Midgley & Richard Ackroyd
Monitoring of the Policy:	Gemma Porter
Reporting to:	The Governors
Next Review Date:	January 2020

DRAFT