

Highfield Middle School – Provider Access Statement Introduction

This policy statement sets out Highfield Middle School's arrangements for managing the access of post-16 providers to all year groups, to enable students to make fully informed rational education and career pathway decisions.

We believe in building strong relationships with local schools with a sixth form, further education and sixth form colleges, apprenticeship providers, universities and employers. Our careers programme includes a large number of opportunities for external providers to talk to and interact with students and their parents, ensuring they are aware of vocational and technical pathways and opportunities as well as academic ones.

Members of staff are regularly sent information to ensure that they are up-to-date in their knowledge of the full range of post-16 opportunities available to students.

Learner Entitlement

Learners in years 7-13 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 (but not exclusively) options events, assemblies and group discussions and taster events.
- To understand how to make applications for the full range of academic and technical courses.

Provider Access Requests

Providers wishing to request access should contact Rob Mills - Careers Leader Telephone: 01661 833922 or email rob.mills@highfield.northumberland.sch.uk

Opportunities for Access:

All providers are welcome to contact us to discuss how they would like to support and contribute to careers provision for our students. They may like to get involved in activities and events, such as: careers fairs, assemblies, careers information evenings, employer/employee talks, mock interviews, mentoring etc.

Please visit our careers page at <http://www.highfield.northumberland.sch.uk/web/careers> to access our full careers programme, that identifies all careers events, activities and learning opportunities for each year group. The careers programme is updated annually.

Any provider taking part in an existing careers event/activity or a new one will be supported by our teaching staff throughout their visit and not left unattended. We will discuss space requirements with providers and make available appropriate IT and other resources to support presentations.

Providers are welcome to leave copies of their prospectus or course literature and we will distribute them to appropriate students and make them available in our Library. We can promote and distribute details of careers and apprenticeship literature and vacancies to all relevant students and parents through email.