



**ELTHORNE PARK**  
— HIGH SCHOOL —

## **Provider Access Policy: CEIAG**

Adoption – January 2023

Review frequency – Annually

Next review – September 2026

Status – Statutory

Committee – Curriculum

## **Introduction**

This statement sets out the school's arrangements for managing the access of providers to students at Elthorne Park High School for the purpose of giving them information about the provider's education or training offer.

In line with the 2023 updates to Provider Access Legislation, EPHS will provide at least six encounters with approved providers of apprenticeships and technical education for all their students. This will include:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'third key phase' (year 12 or 13)

EPHS ensures that there is an opportunity for a range of education and training providers to access all pupils in year 7 to year 13 for the purpose of informing them about approved technical education qualifications or apprenticeships. In addition, the school ensure that the careers programme ensures all pupils in years 7 - 13 have the opportunity to regularly:

- Find out about technical education qualifications and apprenticeships opportunities available at each transition point
- Hear from and interact with a range of local providers about the opportunities they offer, including technical education and apprenticeships
- Understand how to make applications for the full range of academic and technical courses and feel fully supported in doing so

## **Requests for access by providers**

### **Contacting the school**

We pride ourselves on our innovative and inclusive approach to CEIAG and always welcome the opportunity to make connections with providers, employers and members of local industries. Any providers wishing to request access should contact the careers lead: Ms A Crix (AHT: Personal Development). This can be by telephone (020) 8566 1166 or by email: [acrix@ephs.ealing.sch.uk](mailto:acrix@ephs.ealing.sch.uk).

### **Opportunities for access**

During the course of the school year, there will be a number of events, integrated into the school careers programme, which will offer providers an opportunity to come into school

and speak to students and/or on occasions their parents/carers. The following chart is an illustration of our proposed opportunities for providers.

	<b>Autumn term</b>	<b>Spring term</b>	<b>Summer term</b>
<b>Year 7</b>	<p>PSHCE lessons - Unifrog Launch / Me &amp; My Passions (Thursday 10.30am - 11.30am)</p> <p>Year group assemblies (Tuesday 8.45am - 9.10am)</p> <p>EWOD (Elthorne Wider Opportunities Day) - Try Something New Day</p>	<p>National Careers Week (March) / National Apprenticeships Week (Feb) tutor time sessions.</p> <p>EWOD (Elthorne Wider Opportunities Day) - An Introduction to Student Life</p>	<p>Subject specific career presentations and projects - flexible timings.</p> <p>EWOD - Your Life, You Choose</p>
<b>Year 8</b>	<p>Subject specific career presentations and projects - flexible timings.</p> <p>PSHCE lessons - Responsible Citizenship (Thursday 10.10am - 11.10am)</p>	<p>EWOD (Elthorne Wider Opportunities Days) - STEM Careers in Focus</p> <p>Subject specific career assemblies and projects.</p> <p>National Careers Week (March) / National Apprenticeships Week (Feb) tutor time sessions.</p>	<p>Connexions careers advisor talk and appointments</p> <p>Year group assemblies (Thursday 8.45am - 9.10am)</p>
<b>Year 9</b>	<p>November EWOD (Elthorne Wider Opportunities Day) - Careers Fair and Workshops</p> <p>Subject specific career presentations and projects - flexible timings.</p> <p>Year group assemblies (Wednesday 8.45am - 9.10am)</p>	<p>Post 14 Options Evening (Parents)</p> <p>April EWOD - Post 14 Options Taster Day</p> <p>National Careers Week (March) / National Apprenticeships Week (Feb)</p> <p>PSHCE Lessons - Post 14 Options and Labour Market Information (10.30am - 11.30am)</p>	<p>Small group meetings on tailored pathways.</p> <p>Subject specific career presentations and projects - flexible timings.</p>
<b>Year 10</b>	<p>Year group assemblies (Friday 8.45am - 9.10am)</p> <p>PSHCE Lessons - Equality &amp; The World of Work (Thursday 10.30am - 11.30am)</p>	<p>Work Experience Parent Workshop</p> <p>National Careers Week (March) / National Apprenticeships Week (Feb) tutor time sessions.</p> <p>April EWOD (Elthorne Wider Opportunities Day) - Mock interviews and WEX PREP Day Workshops</p>	<p>Subject specific career presentations and projects - flexible timings.</p> <p>PSHCE Lessons - Preparing for WEX (Thursday 10.10am - 11.10am)</p> <p>EYEP workshops, mentoring and industry insight visits facilitated through SPARK! Charity.</p>

			Compulsory Work Experience
<b>Year 11</b>	<p>November EWOD (Elthorne Wider Opportunities Day) - Careers Fair and Workshops.</p> <p>EYEP workshops, mentoring and industry insight visits facilitated through SPARK! Charity.</p> <p>Year group assemblies (Monday 8.45am - 9.10am)</p>	<p>National Careers Week (March) / National Apprenticeships Week (Feb) tutor time sessions.</p> <p>PSHCE Lessons - Revision Strategies &amp; Post 16 Options (Thursday 10.10am - 11.10am)</p> <p>EYEP workshops, mentoring and industry insight visits facilitated through SPARK! Charity.</p> <p>Post 16 Taster Day (January)</p> <p>Small group meetings on tailored pathways.</p>	<p>Year group assemblies (Monday 8.45am - 9.10am)</p> <p>Results Day CEIAG Provision</p>
<b>12</b>	<p>What University What Career Live</p> <p>Enrichment Workshops / Guest Lecture Series</p>	<p>National Careers Week (March) / National Apprenticeships Week (Feb) tutor time sessions.</p> <p>Subject specific career presentations and projects - flexible timings.</p> <p>Year group assemblies (Thursday 10.10am - 10.40am)</p> <p>Enrichment Workshops / Guest Lecture Series</p>	<p>Year group assemblies (Monday 8.45am - 9.10am)</p> <p>Subject specific career presentations and projects - flexible timings.</p> <p>July EWOD (Elthorne Wider Opportunities Day) - Post 18 Options Launch</p> <p>PSHCE Lessons - Post 18 Applications &amp; Your Future</p> <p>Enrichment Workshops / Guest Lecture Series</p>
<b>13</b>	<p>November EWOD (Elthorne Wider Opportunities Day) - Careers Fair &amp; Post 18 Options Clinic</p> <p>Subject specific career presentations and projects - flexible timings.</p> <p>Year group assemblies (Thursday 10.40am - 11.10am)</p>	<p>PSHCE Workshops - Life Beyond School</p> <p>PSHCE lessons - Personal Finance</p>	

As well as whole cohort opportunities, throughout the year subjects are encouraged to organise guest speakers and visits to education providers as part of their wider opportunities provision.

All students have access to Unifrog and the school has an efficient student communication system to disseminate relevant CEIAG material from a range of providers to students and parents.

**Premises and facilities**

We have a range of facilities we can make available for your use. These include the main hall, the sports hall, classrooms for breakout sessions and tutor group based activities. We can also provide audio-visual and other specialist equipment to support any presentations you wish to make. The facilities needed and timings involved can be discussed, agreed and booked in advance of the visit with the careers leader or a member of their team.

Providers are welcome to leave copies of their online or hardcopy prospectus or other relevant literature in the library, which is run by the senior librarian, who will see that it is placed in the most relevant area. All students can access the library at lunch and break times as well as often having directed sessions or lessons in the library with the careers team and external advisors.

Arrangements can also be made for you to talk to students and their parents/carers at evening information sessions.

Policy approved by governing board

Signature .....

Date.....

Next review: September 2024

