



HAILEY HALL SCHOOL

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**(Careers)
Access Policy
Statement**

Date approved: Summer Term 2023

Date of next review: Summer Term 2024

Responsible Committee: Board of Trustees

Responsible staff member: Mr Peter Gregory - Careers Lead

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1. Baker Clause Policy Statement

Hailey Hall School uses the Gatsby Benchmarks as a guide to planning our Pathways and Enrichment programme. As part of our commitment to informing our pupils of the full range of learning and training pathways on offer to them, we are happy to consider requests from training, apprenticeship, and vocational education providers to speak to pupils. Hailey Hall School also proactively seeks to build relationships with these partners as we plan our Pathways and Enrichment activity throughout the school year to ensure that providers have multiple opportunities to speak to pupils and their parents / carers across years 7- 11, to offer information on vocational, technical and apprenticeship qualifications, and pathways.

Hailey Hall School ensures that school staff involved in personnel guidance and pastoral support are up-to-date on their knowledge of these post 16 pathways through a Continuing Professional Development programme. Opportunities for providers to speak with pupils may include school assemblies, employer and provider engagement events, or opportunities to speak with pupils and parents / carers on a one-to-one basis supporting GCSE, post 16 option choices.

Hailey Hall's Pathways and Enrichment programme is monitored for quality and impact by the school's Senior Leadership and Governance Teams, and monitoring of access to and opportunities to engage with technical, vocational, and training providers, will form part of this process.

In the first instance, requests by providers should be sent to the school's Careers Lead, Mr Peter Gregory at pgregory@haileyhall.herts.sch.uk with a minimum of 6 weeks lead time. All requests will be considered based on; staffing availability to support the activity, clashes with other planned activities, trips or visits to the school, interruption to preparation for examinations or rooming, and space availability, to host the activity. For questions on this or Hailey Hall's wider Pathways and Enrichment programme, please contact Hailey Hall's Careers Lead, Mr Peter Gregory at pgregory@haileyhall.herts.sch.uk.

This statement sets out our arrangements for managing the access of providers to pupils at the school to give them information about the provider's education or training offer. This complies with our legal obligations under Section 42B of the Education Act 1997 (Baker Clause).

2. Pupil entitlement

Pupils in years 7-11 are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities, as part of a careers programme that provides information on the full range of education and training options available at each transition point.
- Hear from a range of local providers about their opportunities, including technical education and apprenticeships – through options evenings, assemblies, group discussions, and taster events.
- Understand how to make applications for the full range of academic and technical courses available to them.

3. Management of provider access requests

Any provider wishing to request access should contact our Careers Lead, Mr Peter Gregory, Telephone: 01992 465208 ext. 220 or via email at: pgregory@haileyhall.herts.sch.uk.

4. Opportunities for access

Several events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and / or their parents / carers. We are also involved with the Careers & Enterprise Company, as well as Services for Young People, SFYP (Herts pupils) and Preparing for Adulthood advisor (Essex pupils). We have a designated Enterprise Advisor. Below are the current events planned for 2023-2024.

	AUTUMN - 2023	SPRING - 2024	SUMMER - 2024
ALL	<ul style="list-style-type: none"> • Learning Consultation evening – GB3 • Anti-bullying week – • Cross-curricular day – GB4 • Food Tech re Enterprise initiative (Biscuits) GB 5/6 • Jobcentre Plus (JCP), Various employment topics GB 3/5/6 	<ul style="list-style-type: none"> • Feeling Good week – GB4 • Food Tech re Enterprise initiative (Biscuits) – GB 5/6 • Safer internet day – GB4 • Jobcentre Plus (JCP), Various employment topics GB 3/5/6 	<ul style="list-style-type: none"> • World Autism week – GB3 • Learning Review evening – GB3 • Mental Health Awareness week – • Food Tech re Enterprise initiative (Biscuits) GB 5/6 • Jobcentre Plus (JCP), Various employment topics GB3/5/6
YEAR 7	<ul style="list-style-type: none"> • Parents evening – GB3 	<ul style="list-style-type: none"> • Learning Review evening 	<ul style="list-style-type: none"> • KS3 Progress evening – GB4 • Visit Pizza Express (Harlow) Catering – GB6

YEAR 8	<ul style="list-style-type: none"> • Job Centre Plus, various topics related to careers 	<ul style="list-style-type: none"> • Learning Review evening • Visit Hanbury Manor • (Hospitality / Sports) – GB6 	<ul style="list-style-type: none"> • KS3 Progress evening – GB4 • Hertford Fire stn GB 5
YEAR 9		<ul style="list-style-type: none"> • Learning Review evening • Options evening – GB4 • Sex Education - GB4 • One to one meeting with Herts and Essex PA's careers – GB2 • 	<ul style="list-style-type: none"> • Visit Hertford Fire Stn (Public services) - GB5 • Enemy of Boredom (Gaming and Coding) – GB7 • Computer Centre Hatfield GB 5
YEAR 10	<ul style="list-style-type: none"> • Visit John Warner school 6th Form (Hoddesdon) - GB 7 	<ul style="list-style-type: none"> • Learning Review evening • - • Visit to HRC Turnford – GB7 – • Visit HRC Ware – GB7 • One to one meeting with Herts and Essex PA's careers – GB2 • Sex Education – GB4 	<ul style="list-style-type: none"> • Visit Glaxo Smith Kline (STEM) – GB6 • Work Experience week – GB5, GB6 dates TBC
YEAR 11	<ul style="list-style-type: none"> • Visit Herts University (Hatfield) - GB 7 	<ul style="list-style-type: none"> • Learning Review evening • Presentation re National Citizen Service (NCS) - GB7 • Mock Interview training – GB3, GB5 • One to one interviews with Herts and Essex PA's re Post 16 applications – GB2 • One to one interviews with YC Essex re Post 16 applications – GB2 • Independent Travel training workshops re Post 16 support GB 3 • Visits Post 16 placements (individual) - GB 7 	

5. Who should providers contact to discuss events and options?

Providers can speak to our Careers Lead, Mr Peter Gregory, pgregory@haileyhall.herts.sch.uk to discuss possible attendance at relevant events.

The School Lead for Safeguarding is Ms Stevie Sharp, ssharp@haileyhall.herts.sch.uk and the Business Manager is Mrs Lyn Gregory who will act as the initial point of contact for facilitating providers to have access into school as visitors to talk to our pupils.

Our Child Protection and Safeguarding Policy, and Guest Speaker Procedure, set out the school's approach to allowing providers into school to speak to our pupils.

6. 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 any specialist equipment to support provider presentations.

This will all be discussed and agreed upon in advance of the visit with the Mrs Lyn Gregory (Business Manager) and Mr Peter Gregory (Careers Lead). Appropriate declarations will need to be completed by visitors beforehand. Providers are welcome to leave a copy of their prospectus and other relevant course literature at the school reception.