



BIGS Careers Policy Statement

Including Provider Access Policy Statement

Introduction

BIGS provides a relevant and engaging careers curriculum which meets the differing needs and requirements of our pupils. This is developed throughout a pupil's time at the school and is always supportive of their abilities, strengths and skills.

Aims and purpose

- Prepare pupils for the transition to life after BIGS
- Support pupils in making informed decisions which are appropriate for them
- Provide pupils with well-rounded experiences
- Develop personal characteristics such as social skills, communication, independence and resilience
- Inspire and motivate pupils to develop themselves as individuals and live as independently as is possible

This policy summarises the statutory guidance and recommendations. It then outlines the provision of careers education, work experience and provider access.

Statutory requirements and recommendations

The careers provision at BIGS is in line with the statutory guidance developed by the Department for Education, which refers to Section 42A and 45A of the Education Act 1997, guided in the 'Careers guidance and access for education and training providers', October 2018 document. This states that all schools should provide independent careers guidance from Years 8 -13 and that this guidance should:

- be impartial
- include information on a range of pathways, including apprenticeships
- be adapted to the needs of the pupil

In addition, the school is compliant with the careers guidance that the government set out for delivery from 5 January 2018: 'Careers Guidance and Inspiration for young people in schools.' This states that all schools must give education and training providers the opportunity to talk to students about approved technical qualifications and apprenticeships. Further information relating to this is set out later in this document, under Provider Access.

All pupils have access to the following:

- Personal Development Plan – including information on Careers and preparing for life after BIGS, which is a fundamental aspect of our PDT curriculum
- Visitors in to school and offsite visits support pupils in developing their understanding of a range of different post 16 pathways.
- All pupils from Year 9 have access to advice and guidance from our careers' advisor

- All pupils in Year 10 access a meeting with the careers' advisor and school careers leader to explore future pathways
- Pupils have access to relevant careers events
- Ongoing STEM opportunities and careers talks and experiences
- Pupil pathways onto accredited and vocational courses are planned and prepared for in KS3
- Pupils take part in Enterprise projects across the school year
- STEM events and projects are a key part of the KS3 curriculum

Key Stage 4 (in addition to KS3 ongoing provision)

- One-to-one meetings with families, the school Careers Leader and Advisor in Year 10 and Year 11 informs individual routes into Post 16 provision and appropriate and meaningful work experience opportunities
- Pupils in Year 10 undertake Work Experience and work-based placements and opportunities.

The overall organisation of work experience is undertaken by the school Careers Leader who liaises with the Upper School team to ensure the most relevant and engaging opportunities are taken. Families are informed and communicated with throughout the process and a work experience agreement form and work experience information form are completed.

All pupils on placement are covered by the employers' insurance and places of work are risk assessed by the Careers Leader.

Providers Access Policy Statement

Introduction

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

Pupil entitlement

All pupils in years 8-11 are entitled:

- to find out about technical education qualifications and apprenticeships 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 and 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 Shamim Mehmood, Careers Programme Lead, Telephone: 01204771570; Email: Shameem.mehmood@boltonislamicgirlsschool.org.uk

Opportunities for access

A number of 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:

Year 8	<ul style="list-style-type: none">➤ STEM Hub link with Bolton College➤ All girls can project initiated by MMET university➤ Life Skills and Functional Skills through the Personal Development Plan curriculum – assembly, form and class group opportunities
Year 9	<ul style="list-style-type: none">• STEM Hub link with Bolton College• All girls can project initiated by MMET university• Life Skills and Functional Skills through Personal Development Plans and BLfL curriculum – assembly, form and class group opportunities
Year 10	<ul style="list-style-type: none">• STEM Hub link with Bolton College• Bespoke College/university taster programme• KS4 attend careers event• Careers lead meet with families• Opportunities for NHS summer programme
Year 11	<ul style="list-style-type: none">➤ Careers advisor in school regularly and working alongside young person and family➤ Post16event -meeting with previous pupils and their families➤ KS4 attend careers events

Premises and facilities

The school will make the main hall, classrooms or meeting spaces available for discussions between the provider and students, as appropriate to the activity. The school 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 Mrs Shamim Mehmood, Careers Programme Lead. This will be made available to pupils and families as appropriate.

Approval and review

Approved by Governors: 25th June 2024

Approved by Headteacher: 25th June 2024

Next review: June 2026