CAREERS INFORMATION

**Careers lead: Liam Robson**

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**0191 4203811**

[**Careers Education and Provider access policy 2024**](https://hilltopschool.org.uk/wp-content/uploads/2024/02/Careers-Education-and-Provider-access-policy-2024-1.docx)

Employer Engagement and Provider Access:

We encourage our pupils to be ambitious and expect, where they are able, to have visits from and visits to a range of providers, who can potentially offer placements that are appropriate for our pupils and their next steps of learning. Because of the nature of the needs of our learners, we know this pool of employers may be limited given the amount of ongoing support our pupils may need. However, we are ambitious to work with local employers to give our students real opportunities and purpose in their lives beyond Dryden School, whether that is in a paid or voluntary capacity.

We are committed to working with local employers within our local community to give our pupils a range of opportunities to experience the world of work and are constantly working to increase the range of employers. We also design our curriculum and have a flagship café in the sixth form cultivating real employment skills and provide opportunities for enterprise throughout school to enhance our careers curriculum and set it in a real-life context. We work with the Local Authority to promote real opportunities and placements.

We welcome any interest from families, friends or local business, who might be able to offer our students a placement or a visit to school. We would also welcome anyone who would like to provide information such as at a careers fair or through an assembly. We have scheduled careers lessons and explore a range of jobs; if you visit school, please be prepared to discuss the following with the pupils;

· Opportunities on offer for example apprenticeships or qualifications.

· Information on potential careers the opportunity might lead to.

· What learning and training is like with them and what support they can provide

· Time to answer any questions as needed.

We have previously worked with local colleges, Newcastle and Gateshead, as well as learning skills and NHS choices colleges. Students have gone on to find employment with the NHS, a care setting and volunteer at Bill Quay Farm; supporting pupils at Dryden School and working at local cafés. We are developing links with other local employers such as Ikea and Primark for bespoke supported work experience for some pupils.

We have access to a range of rooms and areas, eg a state-of-the-art Food Technology room with a 5\* hygiene rating as well as outdoor accessible garden areas.

Anyone interested in working with us should contact the school and speak to Liam Robson or Elizabeth Johnson (Head Teacher) to discuss further 01914203811.

Provider Access complaints:

If you have a complaint about access to school, please email the school office FAO the Head Teacher Elizabeth Johnson [drydenschool@gateshead.gov.uk](mailto:drydenschool@gateshead.gov.uk) or ring the main school office 0191 4203811to discuss the complaints procedure further. You can also contact the CEC on [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk) to raise a complaint about access for pupils in Dryden School.

If you require any further information, please contact Elizabeth Johnson (Head Teacher) 01914203811 [elizabethjohnson@gateshead.gov.uk](mailto:elizabethjohnson@gateshead.gov.uk)

**Entitlement:**

**Formal Pathway:**

***KS3***: Pupils have access to a careers programme through the curriculum, informal experiences with employers and experiences of workplaces. Pupils are also encouraged to start to identify their skills and possible future careers, through their EHCP reviews.

***KS4:*** As pupils move into KS4, careers guidance becomes more focussed to support the pupils as they prepare to transition to their next steps for post 16. It is addressed through the curriculum and the preparing for adulthood agenda. Pupils will have opportunities for work experience, at an appropriate level, supported by local providers and our enterprise advisors. Pupils will also have a career’s interviews each year, by an independent advisor through the local CIAG team.  Staff support pupils to understand their options through visits to providers and visitors in school.

***KS5:*** Pupils at KS5 access a curriculum based around the preparing for adulthood agenda, which includes education and employment. Pupils in KS5 also continue to access work experience, supported by NHS project choice and have further opportunities for careers interviews. Pupils will also be involved in enterprise projects and other experiences with workplaces and employers, such as the careers fair.

***Informal and Semi-formal:***Pupils in the autism centre access a careers curriculum that is appropriate to their need. Some pupils will have visits to external employers, some will take part in internal work experience, and some will take part in more formal work experience placements. The autism curriculum is based around developing pupil’s communication skills, to support them to understand and contribute meaningfully to conversations around their future. If appropriate, pupils will take part in careers interviews, others will have conversations using their own communication methods to express their likes and dislikes.

**Work Experience and Employee Encounters:**

Through the “Skills and post-16 Education Act 2022” there has been further changes to the provider

encounters that schools must offer. These encounters must take place during the school hours, although parents and pupils are also encouraged to make visits after school as part of transitions.

* Two encounters for pupils during the ‘first key phase’ (year 8 or 9) that are mandatory for all pupils to attend, to take place any time during year 8 or between 1 September and 28 February during year 9.
* Two encounters for pupils during the ‘second key phase’ (year 10 or 11) that are mandatory for all pupils to attend, to take place any time during year 10 or between 1 September and 28 February during year 11.
* Two encounters for pupils during the ‘third key phase’ (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend, to take place any time during year 12 or between 1 September and 28 February during year 13.

These are currently provided in the form of visits to colleges and providers in the local area, as well as visitors into school.  There has also been an annual SEND Conference for pupils and parents hosted by Gateshead which we take pupils to and direct parents towards.

Work experience will be designed to meet the needs of individual pupils, with particular consideration for pupils with SEND and those from disadvantaged backgrounds. The school will carefully match the placement to each pupil’s ability, needs and aspirations, as far as possible. The school will work with the employer to put in place additional support within the work placement for pupils with additional needs, where required, and help prepare the pupil for the work placement.16-18 study programmes requires high-quality and meaningful work experience (where appropriate).  School is currently working with a dedicated Gates Advisor through the Gateshead LA to help place specific individuals into meaningful work placements with a view to securing supported employment once they leave school

(Last Updated September 2024)

Elizabeth Johnson