



ROWAN WOOD

SCHOOL

CAREER PROVIDER ACCESS POLICY

Reviewed policy agreed by GB on:	Autumn 2025
Reviewed policy shared with staff on:	Autumn 2025
Policy to be reviewed again on:	Autumn 2028
Committee responsible for review:	Local Governing Body

Introduction/Context

Rowan Wood is a values-based learning community, completely focused on building provision around the needs of each child or young person and their family. We are a very happy community and aim to offer our families support to enable children and young people to thrive and enjoy living and learning. Our children and young people have a wide range of special educational needs, and all children and young people have an Education Health and Care Plan.

Our desire is to create, develop and maintain strong partnerships and links with the local community and employers and we welcome you to visit the school to find out more about us.

Rowan Wood places the needs of each child or young person at the centre of all learning and experiences. This ethos continues through our Careers Education, Information, Advice and Guidance (CEIAG) policy which has been developed to meet the specific individual needs of our children and young people whilst meeting initiatives in careers support and guidance. Rowan Wood's planned careers programme centres upon children and young people's individual interests and strengths in relation to further education and work. These are explored from Year 7 through to Year 11 via our curriculum, special interest afternoons and positive contribution schemes. Children and young people learn about careers, opportunities to volunteer and encounters with employers; both in and out of school.

Aims and Purpose

Rowan Wood's CEIAG Policy is designed to equip children and young people with the confidence and skills needed to prepare them for further/higher education and employment via bespoke support starting in Year 7 and enabling them to understand likes / interests and how these can translate to further education and work. Our curriculum provides children and young people with opportunities to develop personal characteristics such as social skills, communication, independence and self-help.

Pupil entitlement

All young people in years 7-11 should receive careers support that:

- Is impartial
- Includes information on a range of pathways, including apprenticeships
- Is adapted to their needs

Management of provider access requests

Procedure - A provider wishing to request access should contact

Mark Clayton
Assistant Head
Careers Leader.
Telephone: 0208 854 9841
Email: mclayton@willowdene.compassps.uk

Requests for access will be discussed by the Senior Leadership Team to ensure access is beneficial and meaningful for our children and young people.

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 children and young people and /or their parents / carers:

Key Stage 3:

- Access to Rowan Wood's curriculum and opportunities to develop skills, knowledge and confidence needed for employment
- Specialist interest afternoon's – Each child or young person will have an annual specialist interest afternoon celebrating their individual interests and sharing these with their peers. Where appropriate these will include encounters with potential future employers
- Participation in the enterprise project – children and young people from each group will engage in the enterprise project, learning skills required to complete a cottage industry enterprise
- Opportunities to meet professionals both within school and outside of school, including local businesses and emergency services – Police and Fire brigade
- At least three employer encounters as part of the above or the wider community
- Careers Week – A week of in-person and virtual careers opportunities for all children and young people

Key Stage 4:

- Access to Rowan Wood's curriculum and opportunities to develop skills and confidence needed for employment
- Futures mapping – Each young person will engage in their own futures mapping activities, based upon information gathered from previous specialist Interest Afternoon's These will focus on skills required for employment and, where applicable, provide children and young people with employer encounters
- Positive contribution – Each young person will engage in a positive contribution project
- Key Stage 4 options evening
- AQA Unit Award Scheme
- Two employer encounters as part of the above or the wider community
- Careers week – A week of in-person and virtual careers opportunities for all children and young people

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Safeguarding

Pupils at Rowan Wood engaging in careers opportunities will be assisted by adults who know them well and are skilled at supporting their communication, access and personal needs. Rowan Wood will oversee the safeguarding needs of children and young people during all visits from external agencies; ensuring there are no safeguarding concerns. For full details see our *Safeguarding Policy*.

Premises and facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and children and young people, 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 at school or via email to Mark Clayton at mclayton@willowdene.compassps.uk.

Approval and review

Approved by Governors at Curriculum and Standards Committee

Next review:

Signed:

Chair of Governors:

Head teacher: