

## Baker Clause Policy Statement

### Introduction

This policy statement sets out Lea Manor’s arrangements for managing the access of providers to every student in Years 7 – 11 to discuss both academic and non-academic routes that are available to them as part of a holistic careers programme enabling all our students to make an informed choice about their post 16 provision. This is also measured regularly against the careers standards of the Gatsby benchmarks using a Compass Assessment framework and evaluation with students, teachers and SLT as part of a progressive careers programme.

Lea Manor proactively seeks to build relationships with 6<sup>th</sup> form schools, colleges, apprenticeship providers, universities and employers as we plan our careers programme and project week activities throughout the school year to ensure all our students have access to the most current and up to date careers information at key transition points and that providers have multiple opportunities to speak to students and their parents across Years 7 -11 to offer information on vocational, technical and apprenticeship qualifications and pathways.

Lea Manor ensures that their staff involved in personal guidance and pastoral support and are up to date with their knowledge through a programme of Continuing Professional Development.

### Management of Provider Access Requests

Providers wishing to request access should contact Claire Moore, Careers Leader  
Telephone: 01582 652600 or email [moorec@leamanor.luton.sch.uk](mailto:moorec@leamanor.luton.sch.uk)

### Pupil Offer and Opportunities for Access:

We have a range of flexible programmes to ensure our students and parents have access to a full careers programme of information through assemblies, drop-in lunch times, parents evenings, careers fairs, apprenticeship workshops and Employer interactions.

Any provider is welcome to contact us to discuss what they can provide for our students and how we can best accommodate your support. Example activities include: Our careers fair, Work Experience & our Business Education schools partnership events.

### All pupils in Years 7 – 11 are offered:

Target group	Careers and work-related education activities including financial capability, enterprise and employability	Careers information, advice and guidance
Year 7	<ul style="list-style-type: none"> <li>• Development of aspirations, self-awareness and personal development through PSHE</li> <li>• Introduction to STEM Careers</li> <li>• Careers within the curriculum</li> <li>• Aim Higher</li> </ul>	<ul style="list-style-type: none"> <li>• Careers Advise or personal support in through referral by staff, parents, HoY or learning leads.</li> </ul>

	<ul style="list-style-type: none"> <li>• On line careers assessment</li> <li>• STEM University Trip</li> </ul>	<ul style="list-style-type: none"> <li>• Access to employer visits and careers club lunch times or after school</li> <li>• External providers delivering STEM sessions and project week activities</li> </ul>
Year 8	<ul style="list-style-type: none"> <li>• Year 8 Careers lesson (intro to careers provision)</li> <li>• On line careers assessment</li> <li>• Brunel University workshop</li> <li>• Raising Aspiration</li> <li>• Energy Quest</li> <li>• STEM University Trip</li> </ul>	<ul style="list-style-type: none"> <li>• 1:1 support following referrals by HoY, or learning leads</li> <li>• Access to employer visits</li> <li>• External providers delivering STEM sessions and project week activities</li> </ul>
Year 9	<ul style="list-style-type: none"> <li>• Careers drop in sessions and access to employer visits</li> <li>• GCSE options</li> <li>• Careers within the curriculum</li> <li>• Aim Higher</li> <li>• The big assembly</li> <li>• Women in STEM</li> <li>• Year 9 Options Evening</li> <li>• Impartial advice Post 14 options</li> <li>• Introduction to HE and Post 16 Pathways and benefits of university and apprenticeships</li> <li>• Assemblies with guest speakers</li> <li>• Unifrog</li> </ul>	<ul style="list-style-type: none"> <li>• Impartial Individual careers information, advice and guidance for students</li> <li>• 1:1 support for SEN and PP students to support Option Choices.</li> <li>• HoY. Learning leads, SEND, support staff, Parents/carers, other agencies</li> <li>• University Student Ambassadors</li> <li>• Alumni talks and workshops on option choices</li> <li>• External providers delivering STEM sessions and project week activities</li> </ul>
Year 10	<ul style="list-style-type: none"> <li>• Work Experience Preparation – letter writing, CV's, job-search skills, support in securing placements, expectations in the workplace, setting targets</li> <li>• Work Experience placements</li> <li>• 1:1 CIAG appointments for selected students</li> <li>• Unifrog</li> <li>• Careers Fair</li> <li>• On line careers assessment</li> <li>• BEP (Business Education schools partnership)</li> <li>• Assemblies with guest speakers</li> <li>• Insights from Industry workshop</li> </ul>	<ul style="list-style-type: none"> <li>• Lessons in preparation for work experience with support and guidance, managed by work experience co-ordinator</li> <li>• Work experience support for vulnerable or disadvantaged students.</li> <li>• Individual careers information, advice and guidance for selected students.</li> <li>• HoY. Learning leads, SEND, support staff, Parents/carers, other agencies</li> </ul>

<p>Year 11</p>	<ul style="list-style-type: none"> <li>• Careers interviews for all Year 11 students</li> <li>• Assemblies from local FE, 6<sup>th</sup> Form and Apprenticeship providers – Post 16 Transition</li> <li>• Apprenticeship group work and support</li> <li>• Careers Fair</li> <li>• Student and Parent College information</li> <li>• Transition support for selected students with an EHCP, PP and ‘at risk’ including college visits/tasters</li> <li>• 16+ Application process</li> <li>• Mock Interviews</li> <li>• National Citizen Service events</li> <li>• Careers talks from Employers – LMI, STEM</li> <li>• Unifrog</li> </ul>	<ul style="list-style-type: none"> <li>• Individual careers information, advice and guidance for all Y11 students by careers advisor in school</li> <li>• Transition support and guidance SEND</li> <li>• Application form guidance and support by Careers Advisor and external providers</li> <li>• Interview preparation</li> <li>• Interview support</li> <li>• External providers delivering STEM sessions and project week activities</li> </ul>
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Any provider wishing to access or provide IAG to our students as part of our careers programme will be supported by our teaching staff throughout their visit and never left unattended. We will make available appropriate resources to support provider presentations, which will be discussed and agreed in advance to ensure material meets our quality assurances and security measures.

Providers are welcome to leave copies of their prospectus’ or course literature and we will distribute them to relevant students and have them available in our careers library. Students can drop in to our careers library to access this information or will be provided relevant information in their careers guidance interviews.

We can promote and distribute details of careers and apprenticeship literature and vacancies to all relevant students and parents through direct Email, or through the year groups google pastoral classroom.

Approval and Review

Head Teacher: Gwyneth Gibson

Signature:.....

Date:.....

Date of Next Review: May 2022