



## MADANI SCHOOLS FEDERATION

Madani Boys School | Madani Girls School

**2020 -21**

### **MSF Policy Statement | Careers Access**

| 2020 -21   MSF Policy Statement   Careers Access |                            |   |                |             |
|--|----------------------------|---|----------------|-------------|
| Policy Lead                                      | Role                       | Action                                      |                | Date        |
| H Suleman  | Chair of Governors         | <b>Policy Ratified by Governing Body</b>    |                |             |
| R Laher  | Headteacher                | Policy confirmed                            |                |             |
| K Phillips                                       | AHT                        | Policy written                              |                |             |
| <b>Policy Review</b>                             | Ongoing                    | <b>Policy Review Date:</b> (Annual renewal) |                | August 2021 |
| <b>Policy Version:</b>                           | <b>Policy Active Date:</b> | <b>Renewed by:</b>                          | <b>Action:</b> | <b>Date</b> |
| 1.1  |                            | K. Phillips                                 | Written        |             |
|  |                            |   |                |             |
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## Madani Schools Federation

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### Careers Access Policy Statement 2020 – 21

#### Careers Guidance and Access for Education and Training Providers.

At Madani Schools Federation, we are committed to preparing students with the knowledge and skills necessary to make informed choices and contribute positively to society and the world of work. This includes providing impartial careers advice for all students as well as information and education regarding a wide range of post-16 pathways.

#### All students in Years 7 – 11 at Madani Schools Federation 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.
- Hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, assemblies and group discussions and taster events.
- Understand how to make applications for the full range of academic and technical courses.

In order to meet this entitlement, we are happy to offer providers an opportunity to speak to our students and / or their parents through a range of events integrated into our careers programme. For more information regarding events and opportunities for each year group, please see our **Careers Programme of Events** included on our website.

#### Procedure and Management of provider access requests:

Any provider wishing to request access should use the email addresses below or contact the school at 0116 249 8080 to speak to Kathryn Phillips or Maryam Chopdat. Ms Phillips or Ms Chopdat will be able to identify and discuss the opportunities most suited to each provider.

- Kathryn Phillips, Assistant Head Teacher / Careers Leader:  
Email: [kphillips@madani.leicester.sch.uk](mailto:kphillips@madani.leicester.sch.uk)
- Maryam Chopdat, Associate Assistant Head Teacher:  
Email [mchopdat@madani.leicester.sch.uk](mailto:mchopdat@madani.leicester.sch.uk)

Madani Schools Federation will make the main halls, classrooms and private meeting rooms 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. These provisions be discussed and agreed in advance of the visit with the Careers Leader or a member of the Careers team.

All education and training providers will be expected to adhere to our Safeguarding / Child Protection policy which is available on our website and outlines our procedure for checking the identity and suitability of visitors to our schools.

Providers are welcome to leave a copy of their prospectus or other relevant course literature for the school's careers learning resource centre which is managed by the librarian. Students have access to this information during break and lunchtime, during their 1-1 guidance interviews and at the end of the school day until 4:00