



Careers Programme and Provider Access Policy Statement

Date updated: July 2026

1. Introduction

This policy statement outlines Millbay Academy's arrangements for managing the access of education and training providers to students for the purpose of informing them about approved technical education qualifications and apprenticeship opportunities. It forms part of the school's statutory duty under Section 42B of the Education Act 1997 and is reviewed annually to ensure continued compliance and effectiveness.

Charlie Wells - Creative Industries Technician and Careers Leader

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2. Careers Vision and Ethos

At Millbay Academy, we are committed to delivering a high-quality programme of Careers Education, Information, Advice and Guidance (CEIAG) which is inclusive, aspirational, and tailored to the needs of all learners.

Our careers provision is designed to raise aspirations, broaden horizons, and equip students with the knowledge, skills, and confidence required to make informed decisions about their next steps. We place a strong emphasis on developing employability skills such as communication, resilience, independence, and teamwork.

Careers education at Millbay Academy is embedded across the curriculum and wider school experience. Through a combination of structured lessons, enrichment activities, and employer engagement, students are supported to understand the links between their learning and future opportunities.

3. Student Entitlement

All students at Millbay Academy are entitled to a comprehensive careers programme that provides access to a full range of education and training opportunities at key transition points.

Students will:

- Be provided with information about academic pathways, technical qualifications, and apprenticeships
- Have opportunities to engage with a range of providers, including colleges, universities, employers, and training organisations
- Receive impartial advice and guidance to support their decision-making

In line with statutory requirements, students in Key Stages 3 and 4 will receive a minimum of six meaningful encounters with providers of technical education and apprenticeship opportunities. These encounters are carefully planned to ensure students gain a clear understanding of the different pathways available to them and how to access them.

4. Careers Programme Overview

Millbay Academy offers a structured and progressive careers programme that supports students from Year 7 through to Year 11.

The programme includes careers education through PSHE and curriculum subjects, regular employer encounters, work experience placements, visits to further and higher education institutions, and access to the Unifrog platform. Students also benefit from weekly themed careers sessions, as well as careers clinics and drop-in opportunities.

Through this comprehensive programme, students are provided with meaningful experiences that enable them to develop skills, explore interests, and make informed choices about their future.

5. Careers Programme by Key Stage

Key Stage 3

In Key Stage 3, the focus is on introducing students to the world of work and encouraging them to explore their interests and aspirations. Students take part in a range of activities, including employer encounters, trips, workshops, and enrichment opportunities such as STEM clubs.

These experiences are designed to develop awareness of different career pathways, build confidence, and support students in making connections between their learning and future opportunities.

Key Stage 4

In Key Stage 4, the careers programme becomes more personalised and focused on progression. Students are supported in exploring Post-16 options through structured careers

lessons, use of the Unifrog platform, and direct engagement with colleges, training providers, and employers.

All students have access to work experience opportunities and receive support with applications to further education, apprenticeships, and training providers. In addition, students benefit from one-to-one guidance interviews and ongoing careers support to ensure they are fully prepared for their next steps.

6. Work Experience Programme

Millbay Academy is committed to providing students with meaningful experiences of the workplace. All Year 10 students are expected to complete a work experience placement, which takes place in July. Students are required to secure placements in advance, and are encouraged to begin this process early in order to access the widest possible range of opportunities.

The school works in partnership with a range of local employers to provide high-quality placements across a variety of sectors, including engineering, creative industries, media, and performing arts. Additional workplace experience opportunities are also available during school holidays.

Work experience plays a vital role in developing students' employability skills, confidence, and understanding of the workplace.

7. Employer and Provider Engagement

Millbay Academy works closely with a wide range of employers, education providers, and training organisations to provide students with regular and meaningful encounters.

These include colleges, universities, apprenticeship providers, and local and national employers. Engagement takes place through assemblies, workshops, "pop-up" events, and careers fairs, ensuring that students have access to up-to-date information and real-life insights into different sectors.

These encounters are an integral part of the careers programme and support students in making well-informed and ambitious choices.

8. Personal Guidance

All students have access to impartial and personalised careers guidance throughout their time at Millbay Academy. This includes one-to-one interviews, particularly at key transition points, as well as ongoing support through careers clinics and drop-in sessions.

Independent careers advisers, including Careers Plymouth, work in partnership with the school to provide high-quality guidance. This ensures that students receive accurate, unbiased information and are supported in making decisions that are appropriate for their individual aspirations and abilities.

9. Monitoring and Impact

Millbay Academy is committed to continuously improving its careers provision. The programme is regularly reviewed and evaluated through a range of measures, including student voice, feedback from employers and partners, and the analysis of destination data.

This robust monitoring ensures that the careers programme remains relevant, effective, and responsive to the needs of students and the local labour market.

10. Gatsby Benchmarks

Programme always being adapted to be aligned with all eight Gatsby Benchmarks.

[The Updated Gatsby Benchmarks | Gatsby Benchmarks](#)

The Benchmarks in detail



11. Complaints

Complaints follow the school complaints procedure.