

Provider access policy statement



Written by:	Leigh Parry	Date: May 2023
Last reviewed on:	May 2023	
Next review due by:	September 2024	

Contents

1. Aims	3
2. Statutory requirements	3
3. Student entitlement.....	4
4. Management of provider access requests.....	5
5. Previous providers	6
6. Pupil destinations.....	6
7. Complaints.....	6
8. Links to other policies	6
9. Monitoring arrangements.....	6

1. Aims

This policy statement aims to set out our school's arrangements for managing the access of education and training providers to students for the purpose of giving them information about their offer. It sets out:

- Procedures in relation to requests for access
- The grounds for granting and refusing requests for access
- Details of premises or facilities to be provided to a person who is given access

2. Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in years 8 to 13 for the purposes of informing them about approved technical education, qualifications or apprenticeships.

Schools must provide a minimum of 6 encounters with technical education or training providers to all pupils in years 8 to 13 (see more detail in section 2.1 below).

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to these students.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Act 2022](#) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](#).

This policy shows how our school complies with these requirements.

2.1 The 6 encounters schools must offer to all pupils in years 8 to 13

Schools must offer:

- 2 encounters for pupils during the 'first key phase' (year 8 or 9)
 - All pupils must attend
 - Encounters can take place any time during year 8, and between 1 September and 28 February during year 9
- 2 encounters for pupils during the 'second key phase' (year 10 or 11)
 - All pupils must attend
 - Encounters can take place any time during year 10, and between 1 September and 28 February during year 11
- 2 encounters for pupils during the 'third key phase' (year 12 or 13)
 - Pupils can choose to attend
 - Encounters can take place any time during year 12, and between 1 September and 28 February during year 13

These encounters must happen for a reasonable period of time during the standard school day. Schools can continue to provide complementary experiences, but encounters outside of school hours won't count towards these requirements.

Schools must ask each provider to provide the following information as a minimum:

- Information about the provider and the approved qualifications or apprenticeships they offer
- Information about what careers those qualifications and apprenticeships can lead to
- What learning or training with the provider is like
- Answers to any questions from pupils

Through the sequential delivery of careers education, as a strand of our **My Independence** curriculum.

2.2 Meaningful provider encounters

Swanwick School & Sports College (SSSC) is committed to providing meaningful encounters to all pupils. 1 encounter is defined as 1 meeting/session between pupils and 1 provider. Meaningful live online engagement is also an option at our school.

3. Student entitlement

All students in years 8 to 11 at SSSC are entitled to:

- Find out about technical education qualifications and apprenticeship opportunities as part of our 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, e.g. through activities and events such as options events, assemblies and taster events
- Understand how to make applications for the full range of academic and technical courses

4. Management of provider access requests

4.1 Procedure

A provider wishing to request access should contact Leigh Parry, Assistant Headteacher.

Telephone: 01773 602198

Email: info@swanwicksportscollege.derbyshire.sch.uk

4.2 Opportunities for access

A number of events, integrated into our careers programme, will offer providers an opportunity to come into school to speak to students and/or their parents/carers:

The following table outlines some of the opportunities offered (not exhaustive) for training and education providers to communicate with students and families.

	AUTUMN TERM	SPRING TERM	SUMMER TERM
Careers is taught as a discrete lesson for all age groups on a weekly basis			
YEAR 8	Parent/Carer Consultation Evening	Careers Assembly	
YEAR 9	Parent/Carer Consultation Evening	Careers Assembly	Key Stage 4 options event
YEAR 10	Parent/Carer Consultation Evening Meetings with Careers adviser	Careers Assembly	Key Stage 4 options event Mock Interview Events
YEAR 11	Parent/Carer Consultation Evening Presentation to parents/carers explaining potential Post 16 opportunities and processes Meetings with Careers adviser and Post-16 applications Supported visits to local colleges (Chesterfield, Derby, West Notts and Broomfield)	Careers Assembly Post-16 interviews and support with applications and interviews where they occur in dedicated careers sessions Support with transition visits/ taster days	

Please speak to our Careers Lead, Leigh Parry to identify the most suitable opportunity for you. These events will run in line with any measures related to public health incidents, including COVID-19.

4.3 Granting and refusing access

All students are expected to have full access to an appropriate, ambitious and inspirational careers curriculum that enables students to make successful transitions to developmentally suitable provision or training. This is delivered as part of sequentially appropriate curriculum

4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors. Any visitors will be informed of reporting procedures and directed to DSL staff. Education and training providers will be expected to adhere to this policy.

4.5 Premises and facilities

- We will seek to accommodate visiting presenters/ trainers with any resources needed
- The process for organising and agreeing which facilities can be used
- Whether providers can leave prospectuses or other material for students to read

5. Previous providers

In previous terms/years we have invited the following providers from the local area to speak to our pupils:

- Derby College Roundhouse
- Derby College Broomfield Hall
- Derby and Derbyshire Education Business Partnership (DEPB)
- D2N2
- Juniper

6. Pupil destinations

After leaving SSSC our Year 11 pupils move on to a range of providers in the local area after school:

	Chesterfield College	Derby College	Broomfield College	West Notts College	Alfreton Park 6 th Form	Apprenticeship	Other	NEET	Total
2021/22	6	3	5	2	0	0	2		18
2020/21	3	1	3	2	0	0	2		11
2019/20	7	4	0	0	0	0	1		12

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure <https://stclaresschool.co.uk/complaints-procedure/> or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

8. Links to other policies

- Safeguarding/child protection policy
- Careers guidance policy
- Curriculum policy
- Complaints policy

9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Colin Marshall.

This policy will be reviewed by Leigh Parry, Assistant Headteacher. At every review, the policy will be approved by the governing board.

Data will be processed to be in line with the requirements and protections set out in the UK General Data Protection Regulation.