

## Provider Access Policy Statement

<b>CURRENT POLICY REDRAFT/AMENDMENTS</b>		<i>If Yes please provide brief details of changes below and highlight changes in yellow.</i>	
<b>NEW POLICY</b>		<b>AUTHOR</b>	Ben White
<b>LAST REVIEWED</b>		<b>NEXT REVIEW, please only use the 3 dates, this will ensure policies always remain in date throughout the term.</b>	31 <sup>st</sup> December 30 <sup>th</sup> April 31 <sup>st</sup> August
<b>REVIEW CYCLE, please state 1, 2, 3 years</b>		<b>TO BE RATIFIED BY TRUSTEES</b>	Yes
		<b>TO BE RATIFIED BY THE LGB</b>	No, LGB to note.
<b>DATE APPROVED BY TRUST BOARD</b>			
<b>Name of LiFE MAT School:</b>	Ibstock School		

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## 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 pupils.

This is outlined in section 42B of the [Education Act 1997](#), the [Skills and Post-16 Education 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

**Providers must complete a document that outlines the above (this is available from Ailsa Pape)**

## **2.2 Meaningful provider encounters**

Our school is committed to providing meaningful encounters to all pupils.

1 encounter is defined as 1 meeting/session between pupils and 1 provider.

Opportunity for pupils to ask questions on the topic covered

Meaningful live online engagement is also an option at our school.

**Providers should:**

Link the visit to the post 16/18 route pupils may take

Provide Information about the application process.

Provide information about the LMI in relation to their area

Identify key knowledge and skills that are needed

## **3. Pupil entitlement**

All pupils in years 8 to 13 at Ibstock School 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 specific Career related activities such as speed dating
- 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 Ailsa Pape, Deputy Head

Telephone: 01530 260705

## 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:

	Autumn Term	Spring Term	Summer Term
Year 7	Assembly and tutor group opportunities PSHE – Developing Skills and Adaptations  Curriculum Careers days	Assembly and tutor group opportunities National Careers Week activities and guest speakers. National Apprenticeship Week activities and guest speakers  Curriculum Careers days	Assembly and tutor group opportunities OUTREACH Sessions – hosted by local Universities and colleges. Careers Day – What’s my Job?  Curriculum Careers days
Year 8	OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers day PSHE – Community and Careers  Curriculum Careers days	Assembly and tutor group opportunities National Careers Week activities and guest speakers. National Apprenticeship Week activities and guest speakers OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers days	Careers Education through OUTREACH Sessions – hosted by local Universities and colleges. Careers Day – Speed networking  Curriculum Careers days
Year 9	Careers Education through PSHE – Setting Goals Discover US – Sheffield OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers days	Assembly and tutor group opportunities Careers Education through PSHE National Careers Week activities and guest speakers. National Apprenticeship Week activities and guest speakers  Careers Day – Employability Skills OUTREACH Sessions – hosted by local Universities and colleges Curriculum Careers days	Assembly and tutor group opportunities PSHE – Employability Goals OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers days
Year 10	Assembly and tutor group opportunities 1:1 Careers Guidance (on request) Promotion of post 16 open days etc  Curriculum Careers days	Assembly and tutor group opportunities 1:1 Careers Guidance (on request) Promotion of post 16 open days etc Careers Day – Different Sector Talks National Apprenticeship Week activities and guest speakers National Careers Week activities and guest speakers  Curriculum Careers days	Assembly and tutor group opportunities 1:1 Careers Guidance (on request) Promotion of post 16 open days etc PSHE – Work Experience/Financial Decision Making  Curriculum Careers days
Year 11	Risk of NEET Identification and tracking of destinations/support required. 1:1 Careers Guidance	Risk of NEET Identification and tracking of destinations/support required. 1:1 Careers Guidance	Risk of NEET Identification and tracking of destinations/support required.

Assembly and tutor group opportunities 1:1 Career appointments Promotion of apprenticeships and trips to employers/post 16 providers Promotion of Post 16 Open Days/Evenings OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers days.	Assembly and tutor group opportunities National Apprenticeship Week activities and guest speakers National Careers Week activities and guest speakers 1:1 Career appointments Promotion of apprenticeships and trips to employers/post 16 providers. Promotion of Post 16 Open Days/Evenings OUTREACH Sessions – hosted by local Universities and colleges. Curriculum Careers days	Assembly and tutor group opportunities 1:1 Career appointments Promotion of apprenticeships and trips to employers/post 16 providers Promotion of Post 16 Open Days/Evenings Careers Fair @ OIEA Curriculum Careers days
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Please speak to our Deputy Head to identify the most suitable opportunity for you.

### 4.3 Granting and refusing access

We will work hard to ensure to ensure that our pupils can experience a diverse range of different providers.

Access is more likely to be granted when it corresponds with when the year group are participating in their career's aspect of PSHE or is during a National campaign for careers such as Careers Week.

In most instances we will not grant access if it takes pupils out of their normal curriculum that has not been planned into the school calendar

### 4.4 Safeguarding

Our safeguarding/child protection policy outlines the school's procedure for checking the identity and suitability of visitors.

Education and training providers will be expected to adhere to this policy.

### 4.5 Premises and facilities

Ibstock School has one main hall, there is a projector and a computer available

Once the visit is agreed with Ailsa Pape, facilitators will be asked to complete a form outlining the core purpose of the visit, the facilities and resources needed.

Providers are welcome to leave promotional material for the students and this can either be given out at the time or left in the library in our careers section

## 5. Previous providers

In the previous academic year, we had numerous providers some of which were:

Ashby School

Stephenson's College

Army

## 6. Pupil destinations

Last year, our year 11 pupils moved to a range of providers in the local area after school:

SMB College Group

Burton College

Loughborough College

Brook Vale Groby

Ashby school

Bosworth Academy

Bosworth College

Different apprenticeship providers

## 7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via [provideraccess@careersandenterprise.co.uk](mailto:provideraccess@careersandenterprise.co.uk)

## 8. Links to other policies

- [Safeguarding/child protection policy](#)
- [Careers Guidance Policy](#)
- [Complaints Policy](#)

## 9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to pupils are monitored by Ailsa Pape, Deputy Head

This policy will be reviewed by Ailsa Pape, Deputy Head annually.

At every review, the policy will be approved by the governing board.