



Provider Access Policy



Part of

INVICTUS
Education Trust

Document Control and Version Control

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Our Mission, Vision and Values



Mission

'Excellence every day, unlimited ambition and transforming lives'



Vision

'To create a community of inclusive schools where people choose to learn with us, work with us and belong with us, so that everyone succeeds'



Values

- Respect
- Resilience
- Relationships

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 11 (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

Explain how your school will comply with this requirement.

2.2 Meaningful provider encounters

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

I 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 Leasowes High 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, through activities and events such as options evenings, careers fairs, 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 Jo Atherton, (Careers Lead and Assistant Headteacher)..

Telephone: 01384 686606

Email: jatherton@leasowes.dudley.sch.uk

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 8	Careers Assembly – local employer Event for University/ Technical College	Careers Assembly – The Police Employer event for pupils and parents – market stall event giving overview of local, regional and national opportunities and skills requirement.	Careers Assembly Technical/vocational tasters at local college/training provider Careers Fair Career pathways and LMI
YEAR 9	Careers Assembly – local employer Career of the week (weekly during form time) Pre option choices careers fair.	Careers Assembly - the Police Employer event for pupils & parents – market stall event giving overview of local, regional and national opportunities and skills requirement.	Careers Assembly Careers Assembly Technical/vocational tasters at local college/ training provider/s Careers Fair Career pathways and LMI (PSHCE)

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 10	Careers Assembly -	Careers Assemblies –	Work experience
	Post 16 Options –	Invictus 6 th /King	preparation sessions
	Dudley College	EdsCareer of the week	Work experience
	Career of the week (weekly during form time) Careers Fair	(weekly during form time) PSHCE Careers Programme Work Experience National Apprenticeship & Education Visit for identified students. Enterprise Challenge Day Sustainable Futures (60 identified students) Career pathways and LMI (PSHCE)	Technical/vocational tasters at local college/s, training providers Careers Assembly – Apprenticeships provider & apprentices Career of the week (weekly during form time) 1-2-1 diagnostic careers meeting with careers adviser Workshops in apprenticeships options and qualifications framework University visit for identified students Enterprise Challenge Day?(60 identified students) Raising Female Aspirations workshop Aldi/M&S or HSBC careers

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 11	Careers Assembly – Post 16 apprenticeships Career of the week (weekly during form time) Post 16 provider open evenings Careers Fair 1:2:1 Careers guidance meeting with Careers adviser CV writing and applications (PSHCE) Grow Careers Coaching (identified students) Journey into Employment interviews/ CV writing, support workshop for selected students) Parent/Carer Futures Workshop (all students) Presentations from : Halesowen College, Dudley (exploring BTECs)College(Exploring T levels) and Invictus VI (exploring A Levels) Ask Apprenticeships Presentation	Post-16 interviews Apprenticeships – support with applications Careers Assembly Career of the week (weekly during form time) PSHCE Careers programme Completion of destination forms Workshops as required in stress management, exploring websites, CV writing, completing applications, exploring HE, getting around UCAS. Career pathways and LMI	Careers Assembly Career of the week (weekly during form time) Workshops as required in stress management, exploring websites, CV writing, completing applications, exploring HE, getting around UCAS Visit from Oxbridge Universities Follow up Careers guidance meetings with Careers adviser.

Please speak to our Careers Lead 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.

4.2 Granting and refusing access

For our key stage 4 students we avoid using core subject time and try to build presentations/workshops/events into assembly or PSHCE. Please contact Jo Atherton for more detail jatherton@leasowes.dudley.sch.uk

Assemblies are a good opportunity for careers presentations. They run every morning from 08.45 -09.05. Monday – Year 10

Tuesday – Year 9 Wednesday – Year 8

Thursday – Year 7 Friday – Year 11

4.3 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.

4.4 Premises and facilities

Providers will be expected to inform the school prior to a visit, what facilities and equipment are needed. School will attempt to meet all visitor needs with regard to facilities. Specialist equipment may need to be sourced by the provider. All of our classrooms and presentation spaces have a computer with interactive screen, a projector and sound. It is helpful if providers send any power points or videos they wish to share to Jo Atherton in advance. jatherton@leasowes.dudley.sch.uk

Providers are very welcome to leave prospectuses or other marketing materials at reception. Digital flyers or information regarding open events can be emailed to Jo Atherton

5. Previous providers

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

Ask Apprenticeships
Bournville College Central
St Michaels Dudley College
Halesowen College
Haybridge VI Form
Invictus VI
King Edward's College
Stourbridge Nova Training
Oriol College – Oxford University
Sandwell College

6. Pupil destinations

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

Bournville College Central
St Michaels Dudley College
Halesowen College Haybridge VI
Form Invictus VI
King Edward's College Stourbridge
Nova Training Sandwell College Windsor VI

7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure (on our website) or directly with The Careers & Enterprise Company via 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 students are monitored by Jo Atherton.

This policy will be reviewed by Jo Atherton (Careers Lead and Assistant Headteacher) annually. At every review, the trust policy will be approved at Executive level by the Trust Board and the localized policy will be approved by either the academy committee or DCEO.