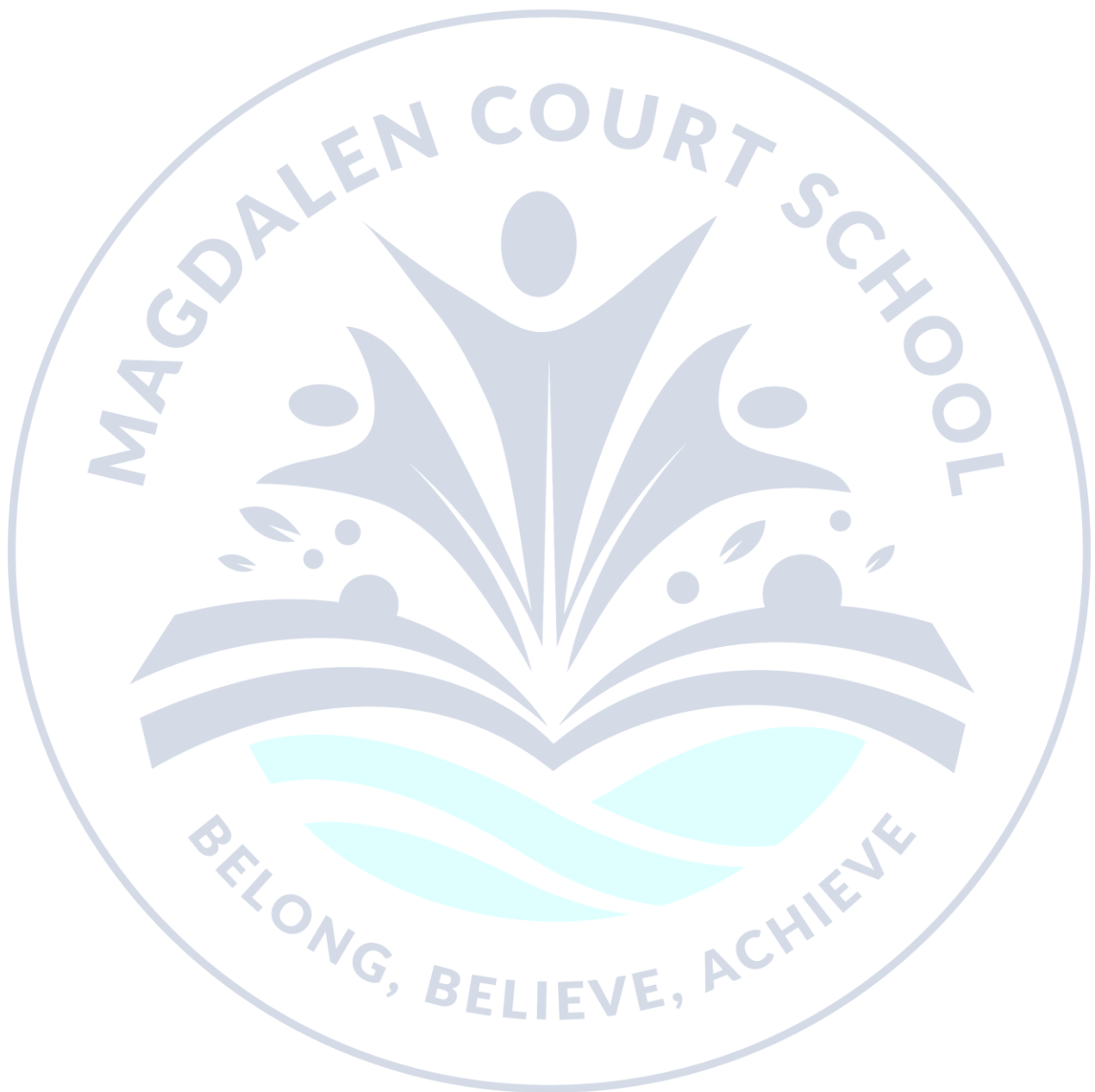


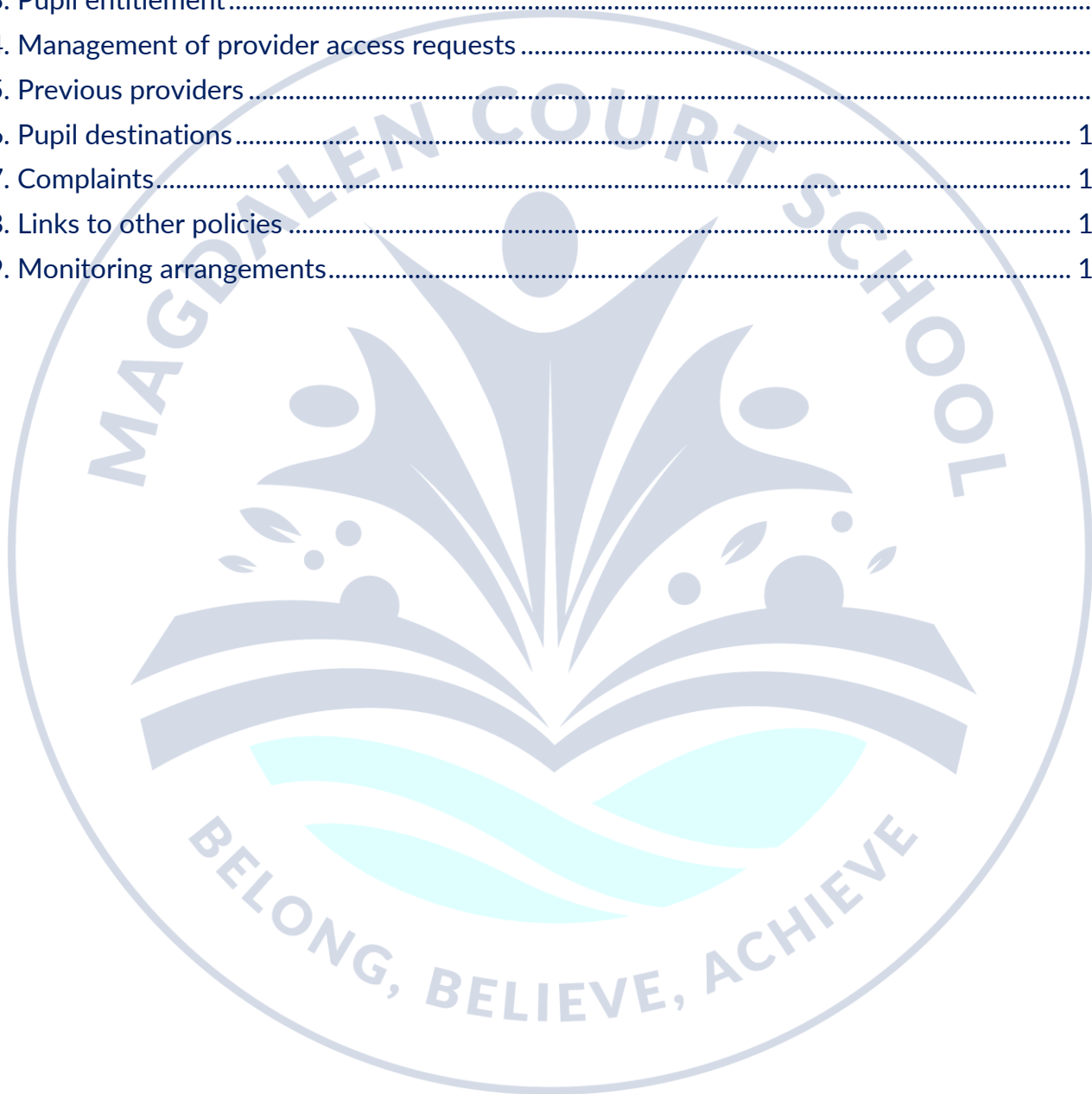
# Provider Access Policy Statement



# Provider Access Policy Statement

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# Provider Access Policy Statement

## 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

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- 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

The Careers Lead will deliver termly curriculum updates in briefing, including staff training, provide CPD opportunities, and inform teachers what and how information is disseminated to pupils and parents to comply with the Gatsby benchmarks.

## 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.

In KS3 and beyond learner encounters will include;

- presentations from local employees from various professions, detailing the job role, educational requirements and the key skills required to succeed in their position.
- visits to local employers within their community. Learners will observe interactions with customers and suppliers, whilst asking questions about managing and completing the job role.
- participation in 'experience days', this will include practical challenges of employees that are working in different sectors, for example, meeting challenging deadlines or problem-solving tasks.
- attendance at careers fairs which include a large number of local and national companies. Both learners and parents/carers will have the opportunity to talk 1:1 with these employers, learn and gather information about the role and skill requirements, whilst developing a knowledge of career development and international opportunities.

In KS4 & KS5 learner encounters will also include;

- at least 2 separate employment professionals that will provide general and bespoke feedback to pupils such as CV writing, interviewing practice and potential career opportunities.

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- Attendance at National Apprenticeship Shows that will advertise apprenticeship opportunities with local and national employers.
- visits to local FE colleges, observing faculties and meeting tutors of fields that learners have expressed an interest.

To ensure that these encounters are meaningful and relevant to all members of the school community, staff will ensure that learners and parents/ carers are kept informed through:

- links from events for further information to access post event encounters via the school newsletter and teachers.
- feedback of the encounter through class messaging, weekly school newsletters, school social media, including email access to the school's careers lead.
- class-based sessions to reflect upon their learning of careers with their teachers. Much of their learning is related to their curriculum pathway including other subjects including Personal Development, PSHE and Beliefs and Values.

## 3. Pupil entitlement

All pupils in years 8 to 13 at Magdalen Court 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 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 David Phillips, Assistant Headteacher.

Telephone: 01392 491919

Email: [dphillips@magdalencourtschool.org](mailto:dphillips@magdalencourtschool.org)

### 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:

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	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	<p>Visit to local community employers (Q&amp;A) with store employees.</p>	<p>Careers fayre event for pupils and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements.</p> <p>Careers ‘experience day’ immersive opportunity to identify a ‘day in the life of an employee’.</p>	<p>Careers presentations from local employers and parents/carers</p>
YEAR 9	<p>Assembly visit from a local business leader to provide enterprise challenge and link with employability skills.</p>	<p>Careers fair event for learners and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements (including Key Stage 4 options event.)</p> <p>Careers ‘experience day’ immersive opportunity to identify a ‘day in the life of an employee’.</p>	<p>No encounters – encounters must have taken place by 28 February</p>

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	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 10	<p>Meetings with careers adviser- Careers Southwest.</p> <p>Visit FE colleges and observe faculty options.</p> <p>Assembly visit from a local business leader to provide enterprise challenge and link with employability skills.</p>	<p>Careers fair event for learners and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements.</p> <p>National Apprenticeship Event in Exeter, networking event with employers/FE apprenticeship options.</p> <p>Visit FE colleges and observe faculty options.</p>	<p>Work experience opportunities/sessions.</p> <p>Careers presentations from local employers and parents/carers</p>
YEAR 11	<p>Visit FE colleges and observe faculty options.</p> <p>Meetings with careers adviser, Careers Southwest. NB: Dependent on learners' pathway</p>	<p>Careers fair event for learners and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements.</p> <p>National Apprenticeship Event in Exeter, networking event with employers/FE apprenticeship options.</p>	<p>No encounters – encounters must have taken place by 28 February</p> <p>Confirmation of post-16 education and training destinations for all learners</p> <p>Careers presentations from local employers and parents/carers NB-dependent on learners' pathway.</p> <p>Visit FE college and plan transition to faculty. NB: Dependent on learners' pathway.</p>

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	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 12	Visit FE colleges and observe faculty options.	<p>Careers fair event for learners and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements.</p> <p>National Apprenticeship Event in Exeter, networking event with employers/FE apprenticeship options.</p> <p>Meetings with careers adviser, Careers Southwest. NB: Dependent on learners' pathway</p>	<p>Careers presentations from local employers and parents/carers NB-dependent on learners' pathway.</p> <p>Visit FE college and plan transition to faculty. NB: Dependent on learners' pathway.</p>
YEAR 13	Visit FE colleges and observe faculty options.	<p>Careers fair event for learners and parents/carers – market stall event giving overview of local, regional and national opportunities and skills requirements.</p> <p>Meetings with careers adviser, Careers Southwest. NB: Dependent on learners' pathway</p>	<p>Confirmation of post-18 education and training destinations for all learners</p> <p>Careers presentations from local employers and parents/carers NB: Dependent on learners' pathway.</p> <p>Visit FE college and plan transition to faculty. NB: Dependent on learners' pathway.</p> <p><i>No encounters – encounters must have taken place by 28 February</i></p>

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Please speak to our Careers lead, David Phillips, to identify the most suitable opportunity for you.

## 4.3 Granting and refusing access

Designated careers lessons are delivered during the final 2 weeks of each half-term. Depending upon the availability of our partners (employers/guest speakers etc), events may be arranged to accommodate their needs. For example, experience days at the employers' venue may have limited availability and alternate dates may be requested. When such events occur, staff, parents/carers and learners will be informed of changes and plans/risk assessments will be amended accordingly.

Access for local employers/guest speakers will be provided and monitored throughout their attendance at the school. School based staff will supervise the access of all external agencies throughout their visit on school site.

External visits to local organisations/colleges etc will be risk assessed, and learners will be monitored by school staff at all times.

All external and internal encounters must be agreed by SLT before confirmation.

## 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

Explain:

- School has a selection of rooms and resources including large screens and a large hall for large group meetings
- The process for organising and agreeing which facilities can be used
- Providers can leave prospectuses or other material for learners to read

## 5. Previous providers

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

**Below is a list of some of the providers who have previously visited the school:**

- Hair Academy

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- Blue Bird Care
- Royal Devon University Health Care
- Northcott Theatre
- Lifeworks
- Savills Estate Agents
- CECA Engineering
- Eat that Frog
- Zen Education
- Exeter College (FE)
- PCSO

## 6. Pupil destinations

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

- Exeter College
- Bicton College
- Petroc

Last year, our year 13 learners moved to a range of providers in the local area after school:

- Exeter College
- Bicton College
- Full-time job

## 7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure [Magdalen Court School - Policies](#) 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

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- Careers Guidance policy
- Curriculum policy
- Complaints policy

## 9. Monitoring arrangements

The school's arrangements for managing the access of education and training providers to learners are monitored by Adele Thomas, Deputy Headteacher.

This policy will be reviewed by David Phillips, Assistant Headteacher, on an annual basis.

