
INVICTUS

Education Trust



Provider Access Policy

DOCUMENT CONTROL	
POLICY TITLE:	Provider Access Policy
POLICY AUTHOR:	DCEO, P. Harris
VERSION NUMBER:	V 1.1
DATE APPROVED:	19.09.2024
DATE EFFECTIVE:	20.09.2024
DATE DUE FOR REVIEW:	August 2025
POLICY STATUS:	Active- Statutory policy
POLICY TYPE:	School specific – based on trust template
REQUIRED TO PUBLISH:	School specific- yes
TRUST LEAD:	DCEO
APPROVAL LEVEL (TEMPLATE):	Trust Board
APPROVAL LEVEL (BESPOKE):	Local Academy Committee

VERSION CONTROL			
VERSION	AUTHOR	DATE	CHANGES
1.1	Phillipa Harris and Jo Atherton	September 2024	No changes to content.

Contents

1. Aims.....	3
--------------	---

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

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 11

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
-

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. 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, 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 Jo Atherton, (Careers Lead and Assistant Headteacher)..

Telephone: 01384 686606

Email: jatherton@leasowes.dudley.sch.uk

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 and tutor group opportunities on a Tuesday afternoon. 2 x F.E. Presentation by local college	Careers Assembly and tutor group opportunities.on a Tuesday afternoon. Employer event for pupils, parents – What’s My Line? Introducing students to diverse opportunities and considering LMI.	Careers Assembly and tutor group opportunities on a Tuesday afternoon. Careers Fayre Careers pathways and LMI
YEAR 9	Careers Assembly and tutor group opportunities 2 x F.E. Presentation by local college	Careers Assembly and tutor group opportunities Key Stage 4 options event	Careers Assembly and tutor group opportunities on a Tuesday afternoon. Careers Fayre Careers pathways and LMI

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 10	Careers Assembly and tutor group opportunities 2 x F.E. Presentation by local college Post-16 technical education options assembly with General Life Skills – work experience preparation sessions	Careers Assemblies – Invictus 6 th /King Eds Career of the week (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)	Careers Assembly and tutor group opportunities on a Tuesday afternoon. Work experience preparation sessions Work experience Technical/vocational tasters at local college/s, training providers Careers Assembly – Apprenticeships provider & apprentices Career of the week (weekly during form time) University visit for identified students Raising Female Aspirations workshop Aldi/M&S or HSBC careers
YEAR 11	Careers Assembly and tutor group opportunities on a Tuesday afternoon. Post-16 provider open evenings Post-16 apprenticeships assembly Meetings with careers adviser Post-16 applications	Careers Assembly and tutor group opportunities on a Tuesday afternoon. Post-16 interviews Apprenticeships – support with applications	

Please speak to our Careers Lead – Jo Atherton 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

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 7

Tuesday – Year 10

Wednesday – Year 11

Thursday – Year 9

Friday – Year 8

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

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

Oriel College – Oxford University

Sandwell College

West Midlands Police

West Midlands Ambulance Service

Juniper Training

6. Pupil destinations

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

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

Invictus VI

King Edward's College Stourbridge

Nova Training

Sandwell College

Windsor VI

BOA

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
- 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 Jo Atherton Careers Lead and Assistant Headteacher

This policy will be reviewed by the Deputy CEO, P. Harris annually.

At every review, the policy will be approved at Executive level by the Trust Board