



Provider Access Policy

Date Passed to Governors:

Approved / Adopted by Governing Body:

November 2018

Date Policy Reviewed:

June 2023

Date of Next Review:

June 2024

Introduction

This policy statement sets out the school's arrangements for managing the access of providers to pupils at the school for the purposes of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil Entitlement

Pupils in years 8-13 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point.
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options evenings, in house events and assemblies, Life lessons and the PD programme
- To understand how to make applications for the full range of academic and technical courses

For pupils of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for pupils during the 'first key phase' (year 8 to 9) and two encounters for pupils during the 'second key phase' (year 10 to 11).

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider
- (including the opportunity to meet staff and pupils from the provider)
- answer questions from pupils.

Management of Provider Access Requests

Procedure

A provider wishing to request access should contact Mr J Raw, Career Lead on 01325 380815 or email: jraw@longfield.swiftacademies.org.uk

Opportunities for Access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak to pupils and/or their parents / carers. Access arrangements take into account both the Baker Clause and Provide Access Legislation. The school offers the 4 provider encounters required by law (marked in bold text)

2022-23	Autumn Term	Spring Term	Summer Term
Year 8	Enrichment visits may be organised	Enrichment visits may be organised	Enrichment visits may be organised College/Training/Apprenticeship/University Marketplace (PAL)
Year 9	Enrichment visits may be organised Alumni focus Technical and apprenticeship pathways (PAL)	Y9 parents evening and options evening	
Year 10	Enrichment visits may be organised	Year 10 Parents Evening	College Taster Days College/Training/Apprenticeship/University Marketplace (PAL)
Year 11	Presentations from local colleges and providers. (PAL) Post 16 options evening Application Workshop	Local college interviews Apprenticeship and National Citizenship assembly Year 11 Parents Evening Apprenticeship Workshop (PAL)	

Please speak to our named Careers Leaders, J Raw and Gill Smith, to identify the most suitable opportunity for you.

The school policy on safeguarding sets out the school's approach to allowing providers into school as visitors to talk to our pupils.

<https://www.longfield.uk.com/about/documents-library/school-policies-2/>

Premises and Facilities

The school will make the main hall, classrooms or private meeting rooms available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available AV and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Leader or a member of their team.

Providers are welcome to leave a copy of their prospectus or other relevant course literature at the School Library, which is managed by the school librarian. The Library is available to all pupils before school, breaktime, lunchtime and after school.

