



# Provider Access Policy Statement

The Woodlands

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| Approved by:        | L Candler P Hall | Date: Sept 25 |
| Last reviewed on:   | Sept 24          |               |
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## Contents

|   |   |
|---|---|
| 1. Aims .....                                   | 2 |
| 2. Statutory requirements .....                 | 2 |
| 3. Student entitlement .....                    | 3 |
| 4. Management of provider access requests ..... | 3 |
| 5. Previous providers.....                      | 4 |
| 6. Pupil destinations .....                     | 4 |
| 7. Complaints .....                             | 5 |
| 8. Links to other policies.....                 | 5 |
| 9. Monitoring arrangements .....                | 5 |

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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 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

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.

## 3. Student entitlement

All students in years 8 to 11 at The Woodlands 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 access must inform the SLT of the building they wish to access:

Key stage 3 The Elms – Mr J. Duffy 01740 656040

j.duff200@woodlandsdurham.net

Key stage 4 The Maples – Mrs A. Fletcher 01740 656040

a.burns102@woodlandsdurham.net

The Bridge – Mrs H. Atkins 01740 656040

h.atkins200@woodlandsdurham.net

EHN – Ms Danielle James 01740 656040

d.james300@woodlandsdurham.net

## 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.

Each base will have information on the opportunities that their pupils have encountered through the year.

These events will run in line with any measures related to public health incidents, including COVID-19.

## 4.3 Granting and refusing access

Granted Access:

- During timetabled PSHE and careers lessons
- Assemblies
- Careers events in school

Refused Access:

- During the examination series (contact the exams office for the times of these)

## 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

- Each base will have appropriate rooms and facilities to accommodate
- The process for organising and agreeing which facilities can be used, should be agreed with the head of that base
- Prospectuses or other material for students to read can be left

## 5. Previous providers

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

The fire brigade

The police

Bishop Auckland College

Houghall College

The Army

## 6. Pupil destinations

Last year, our year 11 pupils moved to a variety of providers across County Durham.

## 7. Complaints

Any complaints related to provider access can be raised following the school complaints procedure which can be accessed on the school website

## 8. Links to other policies

- Safeguarding/child protection policy
- CEIAG 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 Adele Fletcher Careers Lead.

This policy will be reviewed by SLT and the Management committee annually