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Provider Access



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Endeavour Forever

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B. Document contributors

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C. Approval

This document is a controlled document authorised for release once all signatures have been obtained or has been approved for release at either a Full Governing Board meeting or relevant sub-committee meeting. Approval of this document constitutes approval of the content as described herein.

Name	Position	Date	Signature
Jane Price	Headteacher	July 2023	<i>J Price</i>

D. Document revision

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1 OVERVIEW

1.1 Purpose

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

1.2 Scope

Schools are required to ensure that there is an opportunity for a range of education and training providers to access students in Years 7 to 13 for the purpose of informing them about approved technical education, qualifications or apprenticeships.

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.

This policy shows how our school complies with these requirements.

1.3 Related documents

1.4 Reviews

This policy will be reviewed by the member of staff responsible, annually. At every review, the policy will be approved by the Headteacher.

1.5 Equality Impact Assessment

Under the Equality Act 2010 the College is obliged not to discriminate against people on the basis of age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and the Governing Board believes that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any student or any other connected party and it helps to promote equality at the College.

2 RESPONSIBILITY FOR THE POLICY AND PROCEDURE

2.1 Role of the Governing Board

The Governing Board has:

- delegated powers and responsibilities to the Headteacher to ensure all college personnel and visitors to the college are aware of this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- nominated a link governor to visit the college regularly, to liaise with the Head teacher and the coordinator and to report back to the Governing Board;
- responsibility for the effective implementation, monitoring and evaluation of this policy.

2.2 Role of the Headteacher

The Head teacher will:

- ensure all College personnel, students and parents are aware of this policy;
- work closely with the link governor and coordinator;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy.

3 POLICY AND PROCEDURES

3.1 Introduction

This policy statement sets out the school's arrangements for managing the access of providers to students at the school for the purpose 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. The school has also updated this policy to be in line with the new Baker's Clause as set out in the Government White Paper January 2021.

3.2 Student Entitlement

All students in Years 7-13 are entitled:

- To find out about technical education qualification 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 events, assemblies and group discussions and taster events;
- To have one opportunity per year in Years 7 -11 to meet technical education qualification providers
- In January 2023, the updated provider access legislation (PAL) comes into force. The updated legislation specifies schools must provide at least six encounters with approved providers of apprenticeships and technical education for all their students:
 - Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
 - Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- To understand how to make applications for the full range of academic and technical courses.
- To be aware of local labour market information in order to make informed choices about further education.
- To receive opportunities to hear from local providers from Year 7 upwards.

3.3 Management of provider access requests Procedure

A provider wishing to request access should contact the Assistant Headteacher and CIAG Lead, by telephoning 01905 746800 or emailing info@bishopperowne.co.uk.

3.4 Opportunities for access

A number of events, integrated into the school careers programme, will offer providers an opportunity to come into school to speak with students and/or their parents/carers.

	Autumn	Spring	Summer
Year 7	Success Fair –Alumni Event Careers Week CDI Framework work in tutor time	Gender Stereotypes event in local industries CIAG in Tutor Time Gender Stereotypes event in local industries Careers Week	Careers Unit of work in PSHE Speed Dating for local industries Technical Providers workshop

Year 8	Success Fair – Alumni Event Careers Week Learn 2 Earn CDI Framework work in tutor time	Key Stage 4 Options Evening Careers Unit of work in PSHE Gender Stereotypes event in local industries CIAG in Tutor Time Careers Week	Careers Unit of work in PSHE Speed Dating for local industries Technical Providers workshop
Year 9	CDI Framework work in tutor time	Worcestershire Skills Show Year 9 Options Evening CIAG in Tutor Time Dragons Den Activity Medical Mavericks	Post 16 Fair Careers Unit of work in PSHE Technical Providers workshop
Year 10	Getting into top universities (gifted students) CDI Framework work in tutor time	A Career in the Armed Forces Talk to include RAF/NAVY and ARMY CIAG in Tutor Time NEC Skills Show.	Post 16 Fair Mother and Baby Show. Mock Interview Day. Work Experience Week Careers Unit of work in PSHE Taster days at Both WSFC and HOW College Apprenticeship tour of SouthCo Technical Providers workshop
Year 11	Careers programme and assemblies in tutor lessons. Post 16 providers attend Parents’ Evenings. College Application Work. Looking Ahead – students to Worcester University. Post 16 Subject talks Mazak Apprenticeships for DT students one week CV Writing Day SEND guided tours of WSFC	Post 16 providers talks. Worcestershire Skills Show. Apprenticeship workshop. NCS assembly. Careers programme in tutor lessons. 1:1 Careers advisor interviews CIAG in Tutor Time	1:1 Careers advisor interviews CV Writing workshop Interview techniques workshop Applying to college workshop Apprenticeship workshops Higher Level Apprenticeship talks

In addition to the above there are a range of assemblies delivered to all year groups across the academic year related to careers/jobs including those that are STEM related and apprenticeship opportunities.

Please speak with our CIAG lead to identify the most suitable opportunity for you.

3.5 Premises and Facilities

The school will make the main theatre, classrooms or meeting rooms available for discussions between the providers and the students, 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 CIAG Lead or a member of the team. Providers are welcome to leave a copy of their prospectus or other relevant course literature at the Study Centre or give it to the CIAG Lead. This

information will be made available to students in the Study Centre or on the careers noticeboard located outside of the dining room. The Study Centre is available to all students at lunch and break times.

4 DISSEMINATION

4.1 Promoting Awareness

We will raise awareness of this policy via:

- The College website www.bishopperowne.co.uk
- Meetings with College personnel and volunteers
- Reports such as the annual report to parents and Headteacher reports to the Governing Board
- CIAG newsletter which also includes local labour market information

4.2 Training

All school personnel:

- Receive training on induction which specifically covers:
 - All aspects of this policy
- Receive periodic training so that they are kept up to date with new information;
- Receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.
- Training on the Bakers Clause as set out in White Paper January 2021

4.3 Monitoring the Effectiveness of the Policy

This policy will be reviewed annually or when the need arises. The careers and CIAG programmes are reviewed termly by monitoring progress against the 8 GATSBY BENCHMARKS.

5 GLOSSARY

Glossary of terms used within this policy and procedure document. For the full Glossary of terms used at Bishop Perowne CE College, please refer to the document “REF-02 Glossary of Terms”.

C

CEIAG Careers Education Information and Guidance

S

SENCO Special Educational Needs Co-ordinator

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