Provider Access Policy Statement

Introduction

This policy statement sets out the academy's arrangements for managing the access of education and training providers to the academy for the purpose of giving information about the provider's education or training 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.

Statutory requirements

Schools are required to ensure that there is an opportunity for a range of education and training providers to access scholars in years 8 to 11 for the purposes of informing them about approved technical education, qualifications, or apprenticeships.

Schools must provide a minimum of four encounters with technical education or training providers to all scholars in years 8 to 11.

Schools must also have a policy statement that outlines the circumstances in which education and training providers will be given access to scholars. 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.

In schools for students aged 11-16, the 4 encounters that must be offered to all pupils in years 8 to 11 are:

- Two encounters for scholars during the 'first key phase' (year 8 or 9)
  - o All scholars must attend
  - o Encounters can take place any time during year 8, and between 1 September and 28 February during year 9.
- Two encounters for scholars during the 'second key phase' (year 10 or 11)
  - o All scholars must attend
  - o 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 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 scholars.

Meaningful provider encounters

One encounter is defined as one meeting/session between scholars and one provider. We are committed to providing meaningful encounters to all scholars using the Making it meaningful checklist.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our scholars.

Student entitlement

All scholars in years 8 to 11 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 events, assemblies and group discussions and taster events
- to understand how to make applications for the full range of academic and technical courses.

Management of provider access requests

A provider wishing to request access, should contact Diana Walker, Careers Leader, via dwalker@castle-tmet.uk or 0116 2143150.

Opportunities for access

The academy offers the four provider encounters required by law (in bold below) and a number of additional events, integrated into the careers programme. We will offer providers an opportunity to come into the academy to speak to scholars or their parents or carers. Please speak to our Careers Leader to identify the most suitable opportunity for you.

Two encounters for scholars during the 'first key phase' (years 8 and 9) that are mandatory for all scholars to attend.

1. Year 8 – [Assembly in Spring Term] with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider).
2. Year 9 – [Assembly in Spring Term] with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider).
3.

Two encounters for scholars during the 'second key phase' (years 10 or 11) that are mandatory for all scholars to attend.

4. Year 10 – [Assembly in Spring Term] with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider).
5. Year 11 – [Assembly in Spring Term] with a provider of approved technical education qualifications and/or apprenticeships – (Exact date to be agreed with provider).

Examples of opportunities for access include assemblies; parents' evenings; lunchtime talks; guess my job, speedy speakers, and speed networking events; national apprenticeship week activities; national careers week activities; year 9 options presentations; year 10 and 11 post 16 and careers fair; year 11 post 16 presentations; year 10 work experience and CV support; and year 11 interview techniques day.

Please speak to our Careers Leader to identify the most suitable opportunity for you.

Granting and refusing access.

The school reserves the right to decline requests for a number of reasons, including (but not restricted to) the following:

- if such attendance would provide an imbalanced view of available provision (e.g. several apprenticeship providers at an event and no colleges);
- if the provider's input would not be relevant to a particular event if the request is not timely (e.g. scholars have already heard from similar providers during the year, or if they are involved in end of year exams);
- if the information is not seen to be in the best interest of scholars or there are concerns about the ethics or quality of the provision. In such cases, the Principal or the Careers Leader would inform the provider of this decision and the reason why. If the provider wishes to appeal this decision, they can contact the Principal. If the provider wishes to appeal the decision received from the Principal, they should contact the Academy Council.

Safeguarding

The academy policy on safeguarding and visitor code of conduct sets out the school's approach to allowing providers into school as visitors to talk to our scholars. A copy of the policies can be found on our website: [Policies - Castle Mead Academy | Leicester | TMET (castle-tmet.uk)](castle-tmet.uk)

Premises and facilities

The academy will make a suitable space, for example the theatre, the library, classrooms etc, available for discussions between the provider and scholars, as appropriate to the activity. The academy will also make available ICT 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.

Meaningful online engagement is also an option, and we are open to providers that are able to provide live online engagement with our scholars. Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Careers Leader so that they can be displayed in the careers section of the academy library. The library is available to all scholars at lunch and break times.

Previous providers and destinations of our scholars

As a new academy, information will be added to this section of the policy as appropriate. Destinations data will be collected from August 2024. This year, the following providers from the local area have been invited to speak to our scholars:

- Army
- Ask (Apprenticeships)
- Barratt Developments PLC
- Beauchamp City Sixth Form
- Brookvale Groby
- De Montfort University
- FSD Academy
- Gateway College
- HOET

- LCFC
- LEBC
- Leicester City Council
- Leicester College
- Leicester Magistrates
- Leicester Riders
- Loughborough College
- Loughborough University
- MyPath
- National Space Academy
- Navy
- NCS
- NHS
- NWSLC
- Prime Life Project
- RAF
- SMB Group
- University of Leicester
- University of Oxford
- Uppingham School
- WQE

Complaints

Any complaints with regards to provider access can be raised following the academy complaints procedure or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

Links to other policies

All policies can be found on the Castle Mead Academy website: - Policies – Castle Mead Academy | TMET Leicester MAT (castle-tmet.uk)

Monitoring arrangements

The school's arrangements for managing the access of education and training providers to scholars is monitored by the Careers Leader and the Assistant Principal for Personal Development.