



# Provider Access Policy

POLICY REVIEW AND ADOPTED BY MANAGEMENT COMMITTEE	DATE
REVIEWED:	September 2024
REVIEW FREQUENCY:	Annually
DATE OF NEXT REVIEW:	September 2025
RESPONSIBLE OFFICER / REVIEWED BY:	Headteacher

## 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 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.

## 3. Student entitlement

All students in years 8 to 11 at Rise Carr College 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 guest speakers, open days, options events, workshops, 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:

Sally Hudson (Headteacher) [s.hudson@risecarrcollege.org.uk](mailto:s.hudson@risecarrcollege.org.uk)

Kirsty Dunn (Careers Lead) [k.dunn@risecarrcollege.org.uk](mailto:k.dunn@risecarrcollege.org.uk)

Telephone: 01325 348600

### 4.2 Opportunities for access

From 1 January 2023, all schools must provide at least six encounters with a provider of technical education or apprenticeships for students in Years 8 to 13:

First key phase (Year 8 or 9): at least two encounters that are mandatory for all students to attend. These sessions should take place at any time during Year 8 or between 1 September and 28 February during Year 9.

Second key phase (Year 10 or 11): at least two encounters that are mandatory for all students to attend. These sessions should take place at any time during Year 10 or between 1 September and 28 February during Year 11.

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:

Activities to take place both inside and outside of school:

	AUTUMN TERM	SPRING TERM	SUMMER TERM
YEAR 8	Taster Day at local college  Drop down careers day with independent Careers Advisor	Enrichment visits/speakers may be organised	Enrichment visits/speakers may be organised
YEAR 9	Post 16 Options event from a local college	Keyworker and PSHE opportunities - employability skills	Enrichment visits/speakers may be organised
YEAR 10	Discovery Day Tasters at local colleges  Work experience  Keyworker and PSHE opportunities - employability skills	Networking event with providers and employers  Work experience  Keyworker and PSHE opportunities - employability skills	Work experience preparation sessions  Work experience  Keyworker and PSHE opportunities - employability skills
YEAR 11	Application Workshop  Presentations and visits to/from local colleges and providers	Post-16 parents information  Post-16 taster sessions  Local college Interviews  Apprenticeships – support with applications	Post-16 transition planning and support

Please speak to our careers team 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

Our provision includes various opportunities for students to access a range of events. These are integrated into Rise Carr College's careers programme and curriculum as well as hosting or attending one off events that provide such opportunities.

The integrated events are usually delivered internally, with contribution from external providers where necessary.

The one-off events, such as a college open days or an apprenticeship fair, are regularly advertised to our students and where appropriate we will arrange a visit, during the school day, for a select group of students to attend. These events will run in line with any measures related to public health incidents, including COVID-19

The school has an independent and impartial careers adviser from CareerWave who works with students to ensure they are able to make an informed choice about their next steps. The adviser will see all of our KS4 cohort at least once, but where necessary repeat appointments can be made. They will also do work with other age groups.

Our Pastoral Team will work with students who have been identified as risk of NEET (Not in Education, Employment or Training). They will inform students about the opportunities that other providers have, and when needed, they will complete application forms together for those selected college or apprenticeship placements.

#### **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**

Once visits have been agreed, the school will provide appropriate facilities to facilitate the visit, along with any equipment requested by the provider, where it is available.

Sessions can be held in different venues according to the number of students and the requirements of the provider.

Visits can be in a classroom environment with small groups. We also have the facility to deliver safe personalised sessions.

We are happy to work with providers to provide any resources we can that make their visit possible and we are happy to accommodate those that need to bring extra equipment into the school in order to showcase what they do. Providers are welcome to leave a copy of their prospectus or other relevant course literature at reception for the attention of The Attendance and Progression Officer. Rise Carr College will place the literature so it is freely available to students during the course of the school day.

Each room has a careers noticeboard where information is and can be displayed.

#### **5. Links to other policies**

- Safeguarding/child protection policy

#### **6. Monitoring arrangements**

The school's arrangements for managing the access of education and training providers to students are monitored by Sally Hudson (Headteacher).