



BRECKLAND SCHOOL

Provider Access Policy Statement

Statement Created / Amended	November 2023
Policy Ratified by Governing Body	November 2023
Policy Review Date	Annually
Policy Location	SLT/Policies/Current

Introduction

This document 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. It sets out:

- o Procedures in relation to requests for access
- o The grounds for granting and refusing requests for access
- o 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 students in years 8 to 11 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 students 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.

The 6 encounters schools must offer to all students in years 8 to 13

Schools must offer:

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

Meaningful provider encounters

Our school is committed to providing meaningful encounters to all students.

1 encounter is defined as 1 meeting/session between students and 1 provider.

Student entitlement

All students in years 8 - 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

Procedure

A provider wishing to request access should contact Laura Woods (Assistant Headteacher)

Telephone: 01842 819501

Email: lwoods@brecklandschool.co.uk

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 and/or their families. Please speak to our Assistant Headteacher to identify the most suitable opportunity for you.

Proposed event timetable for 2023/24

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 families:

	Autumn Term	Spring Term	Summer Term
Year 7	<ul style="list-style-type: none">• Careers in the Curriculum• Mentor time careers programme	<ul style="list-style-type: none">• Careers Fair• Careers in the Curriculum• Mentor time careers programme• What's my job –careers event	<ul style="list-style-type: none">• Careers in the Curriculum• Mentor time careers programme
Year 8	<ul style="list-style-type: none">• Careers in the Curriculum• Mentor time careers programme	<ul style="list-style-type: none">• Careers assemblies• Careers Fair• Careers in the Curriculum• Mentor time careers programme• Careers speed dating	<ul style="list-style-type: none">• Careers in the Curriculum• Mentor time careers programme
Year 9	<ul style="list-style-type: none">• Careers in the Curriculum• Mentor time careers programme	<ul style="list-style-type: none">• 'Where could my GCSEs take me?' UEA/NEACO	<ul style="list-style-type: none">• Careers in the Curriculum

		<ul style="list-style-type: none"> Norfolk and Suffolk Careers Festival Careers Fair 	<ul style="list-style-type: none"> Mentor time careers programme
Year 10	<ul style="list-style-type: none"> 1:1 careers guidance Careers in the Curriculum Mentor time careers programme 	<ul style="list-style-type: none"> Work experience Careers Fair Mock Interviews 	<ul style="list-style-type: none"> Careers assemblies Abbeygate and West Suffolk College visit
Year 11	<ul style="list-style-type: none"> 1:1 careers guidance conversations CV and personal statement writing during mentor programme Post-16 options assemblies 	<ul style="list-style-type: none"> Careers assemblies NEACO Higher Education workshop 'What could the future hold for me?' - UEA/NEACO Ask Apprenticeships – virtual workshops Careers Fair 	<ul style="list-style-type: none"> Careers assemblies

Safeguarding

The school's policy on Safeguarding and Child Protection sets out the school's approach to allowing providers into school, as visitors, to talk to our students. You can view the policy here: [Safeguarding/child protection policy](#)

Education and training providers will be expected to adhere to this policy.

Premises and facilities

The school will make the main hall, classrooms or meeting rooms available for discussions between the provider and 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 Assistant Headteacher, Careers Advisor or a member of their team. Providers are welcome to leave a copy of their prospectus or other relevant course literature with the Assistant Headteacher or Careers Adviser so they can be displayed in the school library.

Previous providers

In previous terms we have invited a number of providers from the local area to speak to our students including:

West Suffolk College

Abbeygate Sixth Form

The College of West Anglia

Access Creative College

NEACO

Student destinations

Last year, our year 11 students moved to a range of providers in the local area after School including:

West Suffolk College

Abbeygate Sixth Form

Hills Road, Cambridge

Long Road Sixth Form College

Complaints

Any complaints related to provider access can be raised to the Head of School, referencing Provider Access Policy as the subject, and addressed to aculleytea@brecklandschool.co.uk

Links to other policies

Policies mentioned in this document can be found on the Breckland School website:

- o [Safeguarding/child protection policy](#)
- o [CEIAG policy](#)

Monitoring arrangements

The school's arrangements for managing the access of education and training providers to students are monitored by Mrs Woods, Assistant Headteacher.

This policy will be reviewed by the responsibility holder on an annual basis.

At every review, the policy will be approved by the Governing Body.