

Presdales School



'Achievement for All'

Title	Careers Provider Access Policy
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Committee Responsible	Students
Trustee Link	Alison Hobson
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Enquiries & comments

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Introduction

This policy statement sets out the school's arrangements for managing the access of providers to 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.

Student entitlement

All students in years 8 to 13 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.

For students of compulsory school age these encounters are mandatory and there will be a minimum of two encounters for year 8 to 9 students and two encounters for year 10 to 11 students. For students in year 12 to 13, particularly those that have not yet decided on their next steps, there are two more provider encounters available during this period, which are optional for students to attend.

These provider encounters will be scheduled during the main school hours and the provider will be given a reasonable amount of time to, as a minimum:

- share information about both the provider and the approved technical education qualification and apprenticeships that the provider offers
- explain what career routes those options could lead to
- provide insights into what it might be like to learn or train with that provider (including the opportunity to meet staff and students from the provider)
- answer questions from students.

Meaningful provider encounters

One encounter is defined as one meeting/session between students and one provider. We are committed to providing meaningful encounters to all students using the [Making it meaningful checklist](#).

Previous providers

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

- GSK plc
- PPMA (Processing and Packaging Machinery Association)
- Amber Mountain Marketing
- Royal Holloway, University of London
- British Army
- Hertford Regional College FE Provider
- Volker Wessel

Destinations of our students

Last year our year 11 students moved to range of providers in the local area after school:

- FE College 46
- Sixth form 131

Last year our year 13 students moved to range of providers in the local area after school:

- HE College 110
- Apprenticeship 3
- Art Foundation 0
- Employment 4

Management of provider access requests procedure

A provider wishing to request access should contact Julie Stephenson DHT

Curriculum Telephone: 01920 462210

Email: jstephenson@presdales.herts.sch.uk

Opportunities for access

The school offers the six provider encounters required by law (marked in bold text) and a number of additional events, integrated into the school careers programme. We will offer providers an opportunity to come into school to speak to students or their parents or carers.

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

	Autumn Term	Spring Term	Summer Term
Year 8	STEAM week workshop with PPMA	<p>Assembly on Apprenticeships during NAW 5th Feb to 11th Feb 2023</p> <p>Unifrog careers session on “Is a UK Apprenticeships right for me”</p>	
Year 9	STEAM week workshop with many art and design companies	<p>Assembly on Apprenticeships during NAW 5th Feb to 11th Feb 2023</p> <p>Unifrog careers session on “Is a UK Apprenticeships right for me”</p>	No encounters – legislation requires encounters to take place by 28 February if in year 9
Year 10		<p>Assembly on Apprenticeships during NAW 5h Feb to 11th Feb 2023</p> <p>Unifrog careers session on “Is a UK Apprenticeships right for me”</p>	Assembly from HRC about post 16 pathways including Apprenticeships, T Levels and all level 3 qualifications

Year 11	<p>Meetings with CEIAG careers adviser outlining all level 3 qualifications</p> <p>Post 16 applications 1-1 meetings with SLT</p> <p>Day visit to Hertford Regional College(HRC) with tour and taster sessions for selection of students</p>	<p>Assembly on Apprenticeships during NAW 5th Feb to 11th Feb 2023</p> <p>Unifrog careers on session "Is a UK Apprenticeships right for me"</p>	No encounters – legislation requires encounters to take place by 28 February if in year 11
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	Autumn Term	Spring Term	Summer Term
Year 12	<p>Post 18 Apprenticeship assembly by the Army</p>	<p>Higher Education fair for a variety of HE providers</p> <p>Assembly on Apprenticeships during NAW 6th - 12th February 2023</p> <p>Career workshops including a variety of providers</p> <p>Unifrog careers session on "Is a UK Apprenticeships right for me"</p>	<p>Workshops - HE personal statement writing sessions</p> <p>Apprenticeship workshops for students seeking employment.</p>

Year 13	Post 18 Apprenticeship assembly by the Army	Meetings with careers adviser if required Workshops – Higher apprenticeship applications	<i>No encounters – legislation requires encounters to take place by 28 February if in year 13</i>
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Granting and refusing access

- Safeguarding – if the school deems it is not safe or appropriate
- Health & Safety – the provider must adhere to the school’s H&S requirements

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.

Premises and facilities

The school will make the main hall, classrooms or private 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 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 students.

Providers are welcome to leave a copy of their prospectus or other relevant course literature with the reception desk, which is managed by the careers administrator.

Links to other policies

- Safeguarding/child protection policy [here](#)
- Careers guidance policy [here](#)
- Curriculum policy [here](#)
- Careers plan [here](#)

Complaints:

Any complaints with regards to provider access can be raised following the school complaints procedure or directly with The Careers & Enterprise Company via chris.dowton@hertfordshirelep.co.uk

Approval and review

Approved: 4th October 2023

Next review: Summer 2: 2024

Signed:

Jackie Harvey

Chair of Governors

Matthew Warren

Head teacher