**JOHN SPENDLUFFE**

**TECHNOLOGY COLLEGE**



**Providers Access Policy**

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| **Approved by:** | Full Governing Body | **Date:**  |
| **Last reviewed on:** |  |
| **Next review due by:** | November 2024 |

**POLICY DOCUMENTS**

The following policy document was presented to the Governing Body of John

Spendluffe Technology College and approved and adopted by them on the date

stated.

Policy:

Headteacher: Mr S Curtis



Signed as approved on behalf of the Governing Body

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**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 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 pupils in years 8 to 11 (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](https://www.legislation.gov.uk/ukpga/1997/44/section/42B), the [Skills and Post-16 Act 2022](https://www.legislation.gov.uk/ukpga/2022/21/part/1) and on page 43 of guidance from the Department for Education (DfE) on [careers guidance and access for education and training providers](https://www.gov.uk/government/publications/careers-guidance-provision-for-young-people-in-schools).

This policy shows how our school complies with these requirements.

**2.1 The 6 encounters schools must offer to all pupils in years 8 to 11**

Schools must offer:

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

**2.2 Meaningful provider encounters**

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

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

Meaningful live online engagement is also an option at our school including webinars provided on the Unifrog platform

**3. Student entitlement**

All students in years 8 to 11 at JSTC 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 options evening, assemblies, the careers fair, PSHE lessons 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 Lizzie Arrowsmith, SLT lead for Careers.

Telephone: 01507 462443

Email: L.Arrowsmith@jstc.org.uk

It is expected that all visitors to JSTC will work in accordance with the requests set out in our visitor’s policy; [JSTC | Policies](https://www.jstc.org.uk/policies)

**4.2 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 parents/carers:

Opportunities provided for training and education providers to speak to students and/or their parents/carers are available throughout the curriculum during PSHE lessons, assemblies, and tutor time.

The JSTC careers fair is taking place on Wednesday 20th March where students from all year groups will have the opportunity to speak with a range of, HE providers and vocational providers including Apprenticeship provision.

Students are also informed of virtual experiences taking place, these are sent out via Bromcom.

Access opportunities are also available via the Unifrog platform.

Please speak to Lizzie Arrowsmith or Helen Cragg 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**

Wherever possible JSTC welcomes external providers to speak with our students as long as this fits within the school day and does not impact established curriculum. The most suitable times are;

* Assemblies
* PSHE lessons
* Careers Fair – 20th March
* Enrichment week – wc 08.07.24

**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. The policy can be found here; [JSTC | Policies](https://www.jstc.org.uk/policies)

**4.5 Premises and facilities**

Where possible JSTC will provide rooming that contains the following;

* Access to computers
* Audio
* Smartboard
* Access to internet

To organise facilities and set-up providers need to contact the member of staff in charge of the booking. In case they need further assistance, providers can contact the Main Office on Office@jstc.org.uk to be directed to the relevant member of staff.

JSTC welcomes providers to leave prospectuses and further reading for students.

JSTC will adhere to all measure recommended by Public Health in accordance with government guidance.

**5. Previous providers**

In previous years we have invited the following providers from the local area to

speak to our pupils:

* QEGs Alford
* Skegness Academy
* Skegness Grammar
* Boston College
* Grimsby Institute
* Franklin College
* Lincoln College
* Riseholme College
* Skegness Vocational College

**6. Pupil destinations**

Last year, our year 11 pupils moved to a range of providers in the local area after

School. Please follow the link to find out where;

[be28c8\_27180ee36b6b41d9ab38f2ada9ad1bf4.pdf (jstc.org.uk)](https://www.jstc.org.uk/_files/ugd/be28c8_27180ee36b6b41d9ab38f2ada9ad1bf4.pdf)

**7. Complaints**

Any complaints related to provider access can be raised following the school complaints procedure [JSTC | School Governance](https://www.jstc.org.uk/jstc-governance) or directly with The Careers & Enterprise Company via provideraccess@careersandenterprise.co.uk

**8. Links to other policies**

JSTC policies can be found here [JSTC | Policies](https://www.jstc.org.uk/policies)

**9. Monitoring arrangements**

The school’s arrangements for managing the access of education and training providers to students are monitored by the Senior Leadership team and Governing body.

This policy will be reviewed by Lizzie Arrowsmith, SLT Careers Lead annually.

At every review, the policy will be approved by the Headteacher and Governing board.